



University
of Victoria

The next open meeting of the Senate of the University of Victoria is scheduled for Friday, November 1, 2019 at 3:30 p.m. in the David Strong Building, Room C116.

****Please note change in room****

AGENDA as reviewed by the Senate Committee on Agenda and Governance.

- | | |
|--|--------------------|
| 1. APPROVAL OF THE AGENDA | ACTION |
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| 2. MINUTES | |
| a. October 4, 2019 (SEN-NOV 1/19-1) | ACTION |
| <u>Motion:</u> That the minutes of the open session of the meeting of the Senate held on October 4, 2019 be approved and that the approved minutes be circulated in the usual way. | |
| 3. BUSINESS ARISING FROM THE MINUTES | |
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| 4. REMARKS FROM THE CHAIR | |
| a. President's Report | INFORMATION |
| b. United Way Presentation | INFORMATION |
| <i>Ms. Michele Parkin, UVic United Way Campaign Chair, has been invited to attend</i> | |
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| 5. CORRESPONDENCE | |
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| 6. PROPOSALS AND REPORTS FROM SENATE COMMITTEES | |
| a. Senate Committee on Academic Standards - Dr. Neil Burford, Chair | |
| i. 2018/19 Annual Report (SEN-NOV 1/19-2) | INFORMATION |

b. Senate Committee on Agenda and Governance - Prof. Jamie Cassels, Chair

- i. Appointments to the 2019/2020 Senate Standing Committees **ACTION**
(SEN-NOV 1/19-3)

Motion: That Senate approve the appointments to the 2019/2020 Senate standing committees for the terms indicated in the attached document.

c. Senate Committee on Awards – Dr. Annalee Lepp, Chair

- i. New and Revised Awards **ACTION**
(SEN-NOV 1/19-4)

Motion: That Senate approve, and recommend to the Board of Governors that it also approve, the new and revised awards set out in the attached document:

- Open Graduate Scholarship* (new)
- Ted and Helen Hughes Entrance Award (new)
- Oliver Prentice Memorial - Saanich Rotary Scholarship* (revised)
- John Money Memorial Prize in British History (new)
- One Heart for Reconciliation Award* (new)
- Clark Wilson Recruitment Inclusion Award (new)
- Stó:lō Legacy Scholarship (revised)
- Pemberton Holmes Award in Honour of Davine Burton* (revised)
- Indigenous Engineering and Computer Science Entrance Scholarship (new)
- Women in Engineering and Computer Science Entrance Scholarship (new)
- Dave Ian Dunnet Music Education Scholarship* (revised)
- Chris Markoff Memorial Award (revised)
- Takao Tanabe Undergraduate Award in Visual Arts (new)
- Takao Tanabe Graduate Award in Visual Arts (new)

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- ii. 2018/19 Annual Report (SEN-NOV 1/19-5) **INFORMATION**

d. Senate Committee on Planning – Dr. Susan Lewis, Chair

- i. Proposal to remove Technology Innovation in Education as a teaching area in the Secondary Post-Degree Professional Program **ACTION**
(SEN-NOV 1/19-6)

Motion: That Senate approve the proposal to remove Technology Innovation in Education as a teaching area in the Secondary Post-Degree Professional Program, as described in the memorandum dated March 14, 2019.

- ii. Proposal to change the Secondary Post-Degree Professional Program (Diploma) to a Bachelor of Education Degree Program **ACTION**
(SEN-NOV 1/19-7)

Motion: That Senate approve, and recommend to the Board of Governors that it also approve the proposal to change the Secondary Post-Degree Professional Program (Diploma) to a Bachelor of Education Degree Program, as described in the memorandum dated March 14, 2019.

- iii. Proposal to remove Japanese and Mandarin as teaching areas in the Secondary Post-Degree Professional Program **ACTION**
(SEN-NOV 1/19-8)

Motion: That Senate approve the proposal to remove Japanese and Mandarin as teaching areas in the Secondary Post-Degree Professional Program, as described in the memorandum dated March 14, 2019.

7. PROPOSALS AND REPORTS FROM FACULTIES

8. PROPOSALS AND REPORTS FROM THE VICE-PRESIDENT ACADEMIC AND PROVOST

- a. Enrolment update **INFORMATION**
- b. Enhanced Planning Tools Refresh (SEN-NOV 1/19-9) **INFORMATION**

- c. Rescinding Policy GV0700 – Procedures for the Appointment of Chairs of Departments or Divisions (**SEN-NOV 1/19-10**)

ACTION

Motion: That Senate approve, and recommend to the Board of Governors that the Board also approve, the rescinding of Policy GV0700 Appointment of Chairs of Departments or Divisions, effective immediately.

9. OTHER BUSINESS

10. ADJOURNMENT



Meeting of Senate
October 4, 2019

MINUTES

A meeting of the Senate of the University of Victoria was held on October 4, 2019 at 3:33 p.m. in the Senate and Board Chambers, University Centre, Room A180.

1. APPROVAL OF THE AGENDA

Prof. Cassels notified members there would two additional items added to the agenda under “Other Business” regarding Senate vacancy updates and an update on the presidential appointment process.

Motion: (B. Smith/C. Goto-Jones)
That the agenda be approved as amended.

CARRIED

2. REMARKS FROM THE CHAIR

a. President’s Report

Prof. Jamie Cassels reflected on the tragic bus accident. He let Senate members know of the two task forces formed, one focused on the needs for immediate support and the other to examine what lessons can be learned.

Across campus, Prof. Cassels acknowledged the work of campus community to create a successful start of the term. He also updated members on the major infrastructure projects on campus with the student housing expansion and health and wellness centre.

Planning for the WestShore Educational Hub is ongoing with UVic, Camosun and Royal Roads working together to develop a business case.

Addressing his final year as president, Prof. Cassels reflected on the strong position of the university and the current positive momentum forward with which to take on this opportunity for change.

In term of rankings, Prof. Cassels addressed the fluctuations of the university in a variety of assessments. Reputational advancement continues to be a priority with the Vice President Research, Dr. Lisa Kalynchuk, taking the lead.

Finally, UVic’s quality has been recognized in a number of important ways. Prof. Cassels congratulated the campus on the following awards:

- John Borrows, Canada Research Chair in Indigenous Law, was awarded the 2019 Molson Prize.
- The Co-operative Education Program and Indigenous Academic Community Engagement team was selected to receive the Canadian Bureau for International Education (CBIE) 2019 Panorama Award.
- The university tied for fourth place in the Air & Climate ranking with a score of 96.2%.

- Researchers Robert Gifford, James Tanaka, Rachel Cleves, and Chris Darimont were elected into the Royal Society of Canada.
- Reanne Booker, Nursing PhD candidate, will receive a 2019 Vanier Scholarship.

b. Strategic Framework Implementation Report

Prof. Cassels introduced the report. Mr. Tony Eder, Executive Director, Academic Resource Planning, reviewed the highlights of the report, the purpose and process of the implementation, and the launch of the new website.

3. MINUTES

a. May 3, 2019

Motion: (C. Beaveridge/A. Lepp)

That the minutes of the open session of the meeting of the Senate held on May 3, 2019 be approved and that the approved minutes be circulated in the usual way.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES

There was none.

5. ELECTION OF STUDENTS TO THE SENATE

a. Election of a Student Representatives to Senate from the Faculty of Law

Ms. Ada Saab outlined the four vacant undergraduate student Senate positions. The Faculties of Education and Fine Arts positions were filled via acclamation. A remaining position remains unfilled in the Faculty of Human and Social Development.

Three students stood for election in the Faculty of Law. Senate members elected this position through secret ballot. Ms. Saab stated the count would be completed after the meeting with results reported the following Monday morning.

6. CORRESPONDENCE

a. University of Victoria Financial Statements as at March 31, 2019

Prof. Cassels introduced the statements. He acknowledged that Ms. Kristi Simpson, Associate Vice-President Financial Planning & Operations, and Mr. Michael Kravec, Manager, Financial Accounting & Training, were in the gallery to answer any questions. There were no questions.

7. PROPOSALS AND REPORTS FROM SENATE COMMITTEES

a. Senate Committee on Agenda and Governance

i. Appointments to the 2019/2020 Senate standing committees

Prof. Cassels introduced the recommendations and invited Senate members to nominate additional members for appointment. There were no further recommendations.

Motion: (A. Lepp/M. Garcia-Barrera)
That Senate approve the appointments to the 2019/2020 Senate standing committees for the terms indicated in the attached document.

CARRIED

b. Senate Committee on Awards

i. New and Revised Awards

Dr. Annalee Lepp introduced the list of awards. A member commented on the changes to include part-time students and asked. Ms. Lori Nolt, Director, Student Awards and Financial Aid, outlined the definitions of full-time and part-time students in terms of award eligibility.

Another member inquired about the revision to the Youth in Care award and the sensitive information that would be submitted to qualify for the award. Ms. Nolt replied that this information is recognized as extremely confidential information. The data received is encrypted and stored in a database that is only accessible to select staff from Student Awards and Financial Aid. She added that the Privacy Office has evaluated the storage of this information and its management.

Motion: (A. Lepp/P. Marck)
That Senate approve, and recommend to the Board of Governors that it also approve, the new and revised awards set out in the attached document:

- Norman M. Lewis Bursary (new)*
- Vikes Honour Roll Provost Award for Excellence (revised)
- Nimrod Hungarian Mobility Award (revised)*
- Michael Daniska Memorial Bursary (revised)*
- Leeder Family Memorial Bursary in Economics (revised)*
- Leeder Family Memorial Bursary in Mathematics (revised)*
- Rita Perry Hammett Award (revised)*
- Vikes Recreation Student Leadership Award (revised)*
- Criswick Bursary in Astronomy (revised)*
- Alan J. Hodgson Memorial Scholarship in Music (new)*
- Dr. Hinda Avery Holocaust Studies Scholarship (new)*
- Vancouver Island Trails Information Society Scholarship (revised)
- Promise Bursary (new)

- Department of Civil Engineering Graduation Medal (new)
- Orca Book Publishers Award in Indigenous Language Revitalization (new)
- Gail O’Riordan Memorial Graduate Award for Cello (new)
- Van Dusen Graduate Scholarship (revised)
- British Columbia Paraplegic Association/Rotary Club of Victoria Scholarship (revised)*
- Indigenous Health Career Scholarship (revised)
- Roy & Marguerite Watson Bursary in Social Work (revised)*
- Doreen & John Windsor Bursary (revised)*
- Embassy of Iceland Book Prize (new)
- Dr. Hinda Avery Graduate Scholarship in Animal Rights and Law (new)*
- Dr. Marion Porath Legacy Scholarship in Education (revised)
- Henry Poulton Fund (revised)*
- Edra Ferguson Graduate Scholarship (revised)*
- Law Foundation of BC Public Interest Award (revised)
- “Stand Out From the Crowd” Prize in Physics and Astronomy (revised)
- Mandell Pinder LLP Indigenous Law Scholar Award (new)
- Lambert Joseph Schill Award (new)*
- Beatrice Patriquin Scholarship (new)*
- David McGillivray Scholarship in Chemistry (new)*
- University of Victoria Youth in Care Award (revised)
- 25th Olympiad Scholarship (revised)
- Blakes Scholars Award (revised)
- Canadian National Scholarship (revised)*
- Drs. Douglas & Anathalie Taylor Lee Memorial Award (revised)*
- Henry & Marian Thiel International Business Award (revised)*
- Orca Book Publishers Student Mobility Award in Teacher Education (new)
- Wilson S.C. Lai Scholarship (revised)
- Harper Scholarship in History (revised)*
- Robertson Wiens Mathematics Bursary (new)*
- Engineers & Geoscientists BC Municipal Engineers Division Award (new)
- All Our Relations Award (revised)
- 30 by 30 Women in Engineering Award (new)
- Mansell-McLellan Entrance Scholarship (revised)*
- Marion Ricker Memorial Scholarship in Nursing (revised)*

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CARRIED

c. Senate Committee on Continuing Studies

i. 2018/19 Annual Report

Dr. Jo-Anne Clarke introduced the report. There were no questions.

d. Senate Committee on Curriculum

i. 2018/2019 Annual Report

Dr. Tim Haskett introduced the report. A question was raised as to the oversight role of the Senate Committee on Curriculum over the Kuali software implementation. He worried that substantial editorial changes could slip through unnoticed. Dr. Haskett responded that the process remains the same as it has previously but the software enables the procedure to be managed more efficiently. As a result, larger issues will always be directed to appropriate Senate committees.

ii. 2019/2020 Cycle 3 Curriculum Changes

Dr. Haskett introduced the recommended changes. There were no questions.

Motion: (T. Haskett/E. Woodin)

That Senate approve the curriculum changes recommended by the Faculties and the Senate Committee on Curriculum for inclusion in the 2019/2020 academic calendar, effective January 1, 2020.

CARRIED

Motion: (T. Haskett/J. Colby)

That Senate authorize the Chair of the Senate Committee on Curriculum to make small changes and additions that would otherwise unnecessarily delay the submission of items for the academic calendar.

CARRIED

8. PROPOSALS AND REPORTS FROM FACULTIES

There was none.

9. PROPOSALS AND REPORTS FROM THE VICE-PRESIDENT ACADEMIC AND PROVOST

a. Annual Report on Status of Academic Program Reviews

Dr. Susan Lewis introduced the report. There were no questions.

b. Recommendation to Add Non-voting Invitees to Senate

Dr. Valerie Kuehne introduced the recommendations. A member asked for clarification on the role of the Vice-Provost. Dr. Kuehne explained the role.

Motion: (V. Kuehne/J. Aragon)

That Senate approve that the Vice-Provost be added to Senate as a non-voting invitee with speaking rights.

CARRIED

Motion: (V. Kuehne/R. Hancock)

That Senate approve that the Special Advisor to the Vice-President Academic and Provost be added to Senate as a non-voting invitee with speaking rights until the position is concluded.

CARRIED

10. OTHER BUSINESS

a. Policy GV0715 (Duties and Responsibilities of Directors of Research Centres)

Dr. Kalynchuk introduced the recommended changes. There were no questions.

Motion: (L. Kalynchuk/S. Breau)

That Senate approve, and recommend to the Board of Governors that it also approve the revisions to policy GV0715 (Duties and Responsibilities of Directors of Research Centres), effective immediately.

CARRIED

b. Academic Year Important Dates

Ms. Saab introduced the recommended changes. There were no questions.

Motion: (M. Garcia-Barrera/ H. Cazes)

That Senate approve the Academic Year Important Dates calendar for the period January 2021 through April 2021 for submission to the online academic calendars and for the academic calendars' January 2020 publication.

CARRIED

c. Election of Vice-Chair of Senate

Prof. Cassels asked for nomination to fill the role of Vic-Chair of Senate. Dr. Susan Breau nominated Dr. Saul Klein. There were no other nominations. Dr. Klein was elected by acclamation.

d. Joint Senate Board Retreat

Ms. Saab invited Senate members to the 2019 Joint Board Senate Retreat on Community-University Engagement.

e. Senate Vacancy Updates

Ms. Saab notified members of one faculty resignation from the Faculty of Fine Arts which has been filled by acclamation. Two student resignations from Members-at-Large had also resigned. These positions have been filled from the list of alternatives established in the spring.

f. Presidential Appointment Committee

Ms. Carrie Andersen reported on the process had been launched to establish the presidential appointment committee.

There being no other business the meeting was adjourned at 4:32 p.m.

Draft

Name	In Attendance	Regrets		Page 8 of 9
Alexander, David	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Convocation Senator	Elected by the convocation
Andersen, Carrie	<input checked="" type="checkbox"/>	<input type="checkbox"/>	University Secretary	Secretary of Senate
Aragon, Janni	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Social Sciences	Elected by the faculty members
Baboula, Eva	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Acting Dean, Faculty of Fine Arts	Ex officio
Beaveridge, Chandra	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Convocation Senator	Elected by the convocation
Bengston, Jonathan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	University Librarian	Ex officio
Breau, Susan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Dean, Faculty of Law	Ex officio
Burford, Neil	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Science	Elected by the Faculty
Butler-Palmer, Carolyn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Fine Arts	Elected by the Faculty
Calder, Gillian	<input type="checkbox"/>	<input type="checkbox"/>	Faculty of Law	Elected by the Faculty
Canessa, Rosaline	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Acting Dean, Faculty of Social Sciences	Ex officio
Capson, David	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Dean, Faculty of Graduate Studies	Ex officio
Cassels, Jamie	<input checked="" type="checkbox"/>	<input type="checkbox"/>	President and Vice-Chancellor	Chair of Senate
Cazes, Hélène	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Humanities	Elected by the faculty members
Clarke, Jo-Anne	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Dean, Division of Continuing Studies	Ex officio
Colby, Jason	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Humanities	Elected by the Faculty
Cook, Caelen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Student Senator	Elected by the students
Cowen, Laura	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Science	Elected by the faculty members
D'Arcy, Alexandra	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Humanities	Elected by the Faculty
de Havelyn, Sarina	<input type="checkbox"/>	<input type="checkbox"/>	Student Senator	Elected by the students
Devor, Aaron	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Faculty of Social Sciences	Elected by the faculty members
Dunsdon, Jim	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Associate Vice-President Student Affairs	By Invitation
Garcia-Barrera, Mauricio	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Graduate Studies	Elected by the Faculty
Gillen, Mark	<input type="checkbox"/>	<input type="checkbox"/>	Faculty of Law	Elected by the Faculty
Goto-Jones, Chris	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Dean, Faculty of Humanities	Ex officio
Hallgrimsdottir, Helga	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Social Sciences	Elected by the faculty members
Hancock, Rob	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Convocation Senator	Elected by the convocation
Haskett, Tim	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Humanities	Elected by the faculty members
Hicks, Robin	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Faculty of Science	Elected by the faculty members
Hills, Rory	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Student Senator	Elected by the students
Hundza, Sandra	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Faculty of Education	Elected by the Faculty
Ingram, Megan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Student Senator	Elected by the students
Juma, Afnan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Student Senator	Elected by the students
Kalynchuk, Lisa	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Vice-President Research	Ex officio
Kandil, Yasmine	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Fine Arts	Elected by the Faculty
Karpovskaia, Natalia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Student Senator	Elected by the students
Klein, Saul	<input type="checkbox"/>	<input type="checkbox"/>	Dean, Peter B. Gustavson School of Business	Ex officio
Kuehne, Valerie	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Vice-President Academic and Provost	Ex officio
Kurki, Helen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Social Sciences	Elected by the Faculty
Laidlaw, Mark	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Science	Elected by the faculty members
Laird, Caoimhe	<input type="checkbox"/>	<input type="checkbox"/>	Student Senator	Elected by the students
Leacock, Brian	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Peter B. Gustavson School of Business	Elected by the Faculty
Lepp, Annalee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Humanities	Elected by the faculty members
Lewis, Susan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A / Associate Vice-President Academic Planning	By Invitation
Marck, Patricia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Dean, Faculty of Human and Social Development	Ex officio
Marcy, Richard	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Human and Social Development	Elected by the Faculty
McDonough, Graham	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Education	Elected by the Faculty
McGinnis, Martha	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Graduate Studies	Elected by the Faculty
Mehina, Eslam	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Student Senator	Elected by the students
Mukhopadhyaya, Phalguni	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Engineering	Elected by the Faculty
Ni, Erhan (Jack)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Student Senator	Elected by the students
Oliver, Sean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Student Senator	Elected by the students
Richins, Kai	<input type="checkbox"/>	<input type="checkbox"/>	Student Senator	Elected by the students
Rogers, Shelagh	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Chancellor	Ex officio
Rose-Redwood, CindyAnn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Social Sciences	Elected by the faculty members
Russell, Carolyn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Convocation Senator	Elected by the convocation
Saab, Ada	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Associate University Secretary	By Invitation
Salem, Joseph	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Fine Arts	Elected by the faculty members
Seeman, Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Librarian	Elected by the Professional Librarians
Scott-Bigsby, Marshall	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Student Senator	Elected by the students
Smith, Brock	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Peter B. Gustavson School of Business	Elected by the Faculty
St. Clair, Ralf	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dean, Faculty of Education	Ex officio
Strega, Susan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Human and Social Development	Elected by the Faculty
Struchtrup, Henning	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Engineering	Elected by the Faculty
Taylor, Wendy	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Acting Registrar	By Invitation
Ulysses, Alicia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Humanities	Elected by the Continuing Sessionals
Varela, Diana	<input type="checkbox"/>	<input type="checkbox"/>	Faculty of Science	Elected by the Faculty
Wang, Alivia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Student Senator	Elected by the students
Weldemichael, Dawit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Student Senator	Elected by the students
Welling, Linda	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Social Sciences	Elected by the faculty members
Wild, Peter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Acting Dean, Faculty of Engineering	Ex officio
Woodin, Erica	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Social Sciences	Elected by the Faculty
Wright, Bruce	<input type="checkbox"/>	<input type="checkbox"/>	Head, Division of Medical Sciences	Additional Member

MEMBERSHIP OF THE SENATE OF THE UNIVERSITY OF VICTORIA

Effective September 26, 2019EX OFFICIO MEMBERS - University Act: Section 35 (2) (a-f)

Chancellor: Shelagh Rogers (31/12/20)
 President and Vice-Chancellor: Jamie Cassels, Chair
 Vice-President Academic & Provost: Valerie Kuehne
 Vice-President Research: Lisa Kalynchuk
 Dean, Peter B. Gustavson School of Business: Saul Klein
 Dean of Education: Ralf St. Clair
 Acting Dean of Engineering: Peter Wild
 Dean of Continuing Studies: Jo-Anne Clarke
 Acting Dean of Fine Arts: Eva Baboula
 Dean of Graduate Studies: David Capson
 Dean of Humanities: Christopher Goto-Jones
 Dean of HSD: Patricia Marck
 Dean of Law: Susan Breau
 Acting Dean of Science: Robin Hicks
 Acting Dean of Social Sciences: Rosaline Canessa
 University Librarian: Jonathan Bengtson

MEMBERS ELECTED BY THE FACULTIES

- Section 35 (2) (g)

BUSI: Brian Leacock (30/6/22)
 Brock Smith (30/6/21)
 EDUC: Sandra Hundza (30/6/20)
 Graham McDonough (30/6/22)
 ENGR: Phalguni Mukhopadhyaya (30/6/22)
 Henning Struchtrup (30/6/20)
 FINE: Carolyn Butler Palmer (30/6/22)
 Yasmine Kandil (30/6/21)
 GRAD: Mauricio Garcia-Barrera (30/6/20)
 Martha McGinnis (30/6/22)
 HSD: Richard Marcy (30/6/21)
 Susan Strega (30/6/22)
 HUMS: Jason Colby (30/6/21)
 Alexandra D'Arcy (30/6/22)
 LAWF: Gillian Calder (30/6/20)
 Mark Gillen (30/6/22)
 SCIE: Neil Burford (30/6/20)
 Diana Varela (30/6/20)
 SOSC: Helen Kurki (30/6/20)
 Erica Woodin (30/6/21)

MEMBERS ELECTED BY THE FACULTY MEMBERS

- Sections 35 (2) (g)

Janni Aragon – SOSC (30/6/21)
 Hélène Cazes - HUMS (30/6/20)
 Laura Cowen - SCIE (30/6/22)
 Aaron Devor – SOSC (30/6/20)
 Helga Hallgrimsdottir – HSD (30/6/21)
 Tim Haskett – HUMS (30/6/20)
 Robin Hicks – SCIE (30/6/21)
 Mark Laidlaw – SCIE (30/6/20)

MEMBERS ELECTED BY THE FACULTYMEMBERS (continued)

Annalee Lepp - HUM (30/6/22)
 CindyAnn Rose-Redwood - SOSC (30/6/22)
 Joseph Salem – FINE (30/6/20)
 Linda Welling – SOSC (30/6/20)

MEMBERS ELECTED FROM THE STUDENTSOCIETIES – Section 35 (2) (h)

Caelen Cook (HUMS) (30/6/20)
 Sarina de Havelyn (SOSC) “
 Rory Hills (SCIE) “
 Megan Ingram (SOSC) “
 Afnan Juma (HUMS) “
 Natalia Karpovskaia (EDUC) “
 Caoimhe Laird (BUSI) “
 Eslam Mehina (GRAD) “
 Erhan (Jack) Ni (FINE) “
 Sean Oliver (GRAD) “
 Kai Richins (ENGR) “
 Marshall Scott-Bigsby (SOSC) “
 (Alivia) Tianyi Wang (GRAD) “
 Dawit Weldemichael (SOSC) “
 TBD (HSD) “
 TBD (LAW) “

MEMBERS ELECTED BY THE CONVOCATION

– Section 35 (2) (i)

David Alexander (30/06/21)
 Chandra Beaveridge (30/06/21)
 Robert Hancock (30/06/21)
 Carolyn Russell (30/06/21)

ADDITIONAL MEMBERS - Section 35 (2) (k)

Head, Division of Medical Sciences: Bruce Wright
 Member elected by the Professional Librarians:
 Dean Seeman (30/06/21)
 Continuing Sessional: Alicia Ulysses (30/06/20)

SECRETARY OF SENATE - Section 64 (2)

University Secretary: Carrie Andersen

BY INVITATION - Seated with specified speaking rights

Assoc. V.P. Student Affairs: Jim Dunsdon
 Acting Assoc. V.P. Academic Planning: Susan Lewis
 Acting Registrar: Wendy Taylor
 Associate University Secretary: Ada Saab



MEMO

Date: October 16, 2019

To: Senate

From: Senate Committee on Academic Standards

Re: **2018/19 Annual Report**

The Terms of Reference for the Senate Committee on Academic Standards define its scope and relationship with Senate and other Senate committees. Each fall term the committee presents an annual report to Senate on its business and proceedings over the previous academic year.

The Senate Committee on Academic Standards met eight times in 2018/19: September 17, 2018, October 17, 2018, November 16, 2018, January 7, 2019, February 4, 2019, March 15, 2019, April 8, 2019 and May 23, 2019. During the course of the year, the committee approved the convocation lists of faculties, approved a posthumous degree, made recommendations to Senate, initiated projects in areas of the committee's concern, and received proposals for input from other Senate committees and campus constituencies. Within these areas, the committee considered a number of issues over the course of the year, including:

- Approval of the convocation lists of the faculties
- Approval of posthumous degrees
- Recommendations to Senate:
 - Revisions to the Posthumous Degree Guidelines
 - Revisions to various program requirements
- Continued Projects in 2018/19
 - Academic Concession Regulation
 - annual review grading patterns report
 - report and recommendations regarding grading patterns
 - report on editorial changes to the academic calendars
 - revisions to the undergraduate grading scale
 - Exam Cancellation Policy and Guidelines
- Proposals from other Senate committees

Approval of the convocation lists of the faculties:

The committee approves, on behalf of Senate, the granting of degrees. At its October 2018 and May 2019 meetings, the committee approved the fall and spring convocation lists respectively. The deans of the faculties or a designate were in attendance.

At the September 2018 and May 2019 meetings, the committee considered requests for posthumous degrees.



Recommendations to Senate:

To approve Revisions to Posthumous Degree Guidelines

At the September meeting, the committee considered a proposal outlining revisions to the Posthumous Degree Guidelines. The proposal was approved by Senate at its October 2018 meeting.

To approve the revisions to the Academic Calendars on the English Deficiency Clause

At the October meeting, the committee considered a request from the Faculty of Humanities to revise the English Deficiency Clause in the Academic Calendars. The proposal was approved by Senate at its November 2018 meeting.

To approve the proposed Leave with Permission of the Dean to the Graduate Academic Calendar

At the October meeting, the committee considered a proposal from the Faculty of Graduate Studies to revise to the Graduate Academic Calendar under the section "Leave of Absence with Permission and Withdrawal from Graduate Programs." The proposal was approved by Senate at its November 2018 meeting.

To approve the revisions to the grade point average in Theatre courses within the Theatre Major

At the November meeting, the committee considered a proposal outlining revisions to the grade point average calculation to Theatre courses within the Theatre Major programs. The proposal was approved by Senate at its December meeting.

To approve the minimum grade point average for students to remain in the Bachelor of Social Work program

To approve changes to the grade point average for admission to the Psychology Honours program

At the January meeting, the committee considered proposals outlining revisions to progression in both the Bachelor of Social Work and Psychology Honours program. Both proposals were approved by Senate at its February meeting.

To approve the proposed changes Undergraduate Grading Scale

At the April meeting, the committee considered the proposal to remove the B-range statement from the grading scale but leave the A-range statement. The proposal was approved by Senate at its May meeting.

Continued Projects in 2018/19

Review of Academic Concession Regulations

At the January meeting, the committee was provided with an update on the work done by the VPAC on academic concessions regulations. It was proposed at the meeting that a sub-committee be formed to operationalize the principles developed.

At the May meeting, the committee was provided an update on the sub-committee's work and terms of reference. The committee members provided further feedback. It is anticipated that recommendations will be presented to the committee for its consideration in 2019/2020.

Annual Review of Grading Patterns Report

The committee received the annual Grading Patterns Report at its November meeting. The report was provided to Senate at its December 2018 meeting.

Exam Cancellation Policy and Guidelines

At the February meeting, the committee reviewed and provided feedback on the work accomplished by the Exam Cancellation Policy and Guidelines sub-committee.

At the April meeting, the committee was updated on the continued work on the guidelines to support the implementation of the policy. It is anticipated that recommendations will be presented to the committee for its consideration in 2019/2020.

Revisions to the Undergraduate Grading Scale

At the September meeting, the committee reviewed and provided feedback on proposed revisions to the Undergraduate grading scale.

At the October and January meeting, the committee reviewed and provided feedback on the grading toolkit in relation to the proposed undergraduate grading scale revisions.

At the February and April meetings, the committee discussed proposed revisions. A decision was made to remove the B-range statement from the grading scale but leave the A-range statement.

Report on Editorial Changes to Academic Calendars

At the September meeting, the committee was provided a report from the Office of the Registrar on substantive editorial changes to the January 2019 Academic Calendars. It was agreed that one of the changes proposed was not editorial and would need the approval of Senate.

At the January and April meetings, the committee was provided a report on the editorial changes to the May and September 2019 Academic Calendars with minor comments.

Provided Feedback on Proposals from Other Senate Committees:

At the September meeting, the committee reviewed a proposal from the Senate Committee on Admission, Re-registration and Transfer on the K-12 Curriculum Modernizations Working Group Recommendations.

At the January meeting, the committee reviewed a proposal from the Senate Committee on Admission, Re-registration and Transfer on the minimum admission requirements for Secondary School Mathematics for the Peter B. Gustavson School of Business and grade point average admission requirements to the Bachelor of Social Work program in the Faculty of Human and Social Development.

At both the January and February meeting, the committee reviewed a proposal from the Senate Committee on Agenda and Governance on the proposed revision to the 10-year sessional calendar.

At the March meeting, the committee reviewed two proposals from the Senate Committee on Admission, Re-registration and Transfer on the removal of the Graduate Admissions Qualifying Year option and to create a first year admission requirement for the combined program in Visual Arts and Computer Science.

At the April meeting, the committee reviewed three proposals from the Senate Committee on Admission, Re-registration and Transfer on changes to the admission requirements for the BEng/BSEng programs in the Faculty of Engineering, and the first and second year admission requirements to the BSc Kinesiology program.

Respectfully submitted,

2019/2020 Senate Committee on Academic Standards

Neil Burford, Chair, Faculty of Science
Janni Aragon, Faculty of Social Sciences
Laurie Barnas, Associate Registrar
Gillian Calder, Faculty of Law
Alexandra D'Arcy, Faculty of Humanities
Sarina de Havelyn, Student Senator
Stephen Evans, Faculty of Graduate Studies (VPAC's designate)
Kathy Gaul, Faculty of Education
Andrea Giles, Acting Executive Director, Coop Education & Career Services
Sima Hajiaghahi Shanjani, GSS representative
Robert Hancock, Convocation Senator
Cindy Holder, Associate Dean, Academic Advising (Faculties of SCIE, SOSC and HUM)
Sabrina Jackson, Acting Director, Graduate Administration and Records
Yasmine Kandil, Faculty of Fine Arts
Caoimhe Laird, Student Senator
Susan Lewis, Acting Associate Vice-President Academic Planning (President's nominee)
Michele Martin, Division of Medical Sciences
Martha McGinnis, Faculty of Graduate Studies
Tanya Muir, Division of Continuing Studies

Esther Sangster-Gormley, Faculty of Human and Social Development
Henning Struchtrup, Faculty of Engineering
Wendy Taylor, Acting Registrar
Ken Thornicroft, Peter B Gustavson School of Business
Dalal Tubeishat, UVSS representative
Ada Saab, Associate University Secretary

2018/2019 Senate Committee on Academic Standards

Sara Beam, Chair, Faculty of Graduate Studies
Janni Aragon, Faculty of Social Sciences
Laurie Barnas, Associate Registrar
Neil Burford, Faculty of Science
Gillian Calder, Faculty of Law
Nathan Daisley, Student Senator
Kathy Gaul, Faculty of Education
Andrea Giles, Acting Executive Director, Coop Education and Career Services
Jordan Gilson, Student Senator
Robert Hancock, Convocation Senator
Catherine Harding, Faculty of Fine Arts
Cindy Holder, Associate Dean, Academic Advising (Faculties of HUMS, SCIE, and SOSC)
Sabrina Jackson, Acting Director, Graduate Administration and Records
Susan Lewis, Dean, Faculty of Fine Arts
Michele Martin, Division of Medical Sciences
Jo Roy, GSS Representative
Richard Rush, Division of Continuing Studies
Esther Sangster-Gormley, Faculty of Human and Social Development
Henning Struchtrup, Faculty of Engineering
Wendy Taylor, Acting Registrar
Kenneth Thornicroft, Peter B. Gustavson School of Business
Nancy Wright, Associate Vice-President Academic Planning
Claire Wood, UVSS Representative
Ada Saab, Secretary, Acting Associate University Secretary



University
of Victoria

Senate Committee on
Agenda and Governance

MEMO

Date: October 18, 2019
To: Senate
From: Senate Committee on Agenda and Governance
Re: **Appointments to the 2019/2020 Senate Standing Committees**

The Senate Committee on Agenda and Governance nominations sub-committee met on October 18, 2019 to consider a number appointments to the 2019/20 Senate committees. The proposed new appointments are bolded in the attached document.

Recommended Motion

That Senate approve the appointments to the 2019/2020 Senate standing committees for the terms indicated in the attached document.

Respectfully submitted,
2019/2020 Senate Committee on Agenda and Governance
Jamie Cassels, Chair, President and Vice-Chancellor*
Saul Klein, Vice-Chair, Dean, Peter B. Gustavson School of Business*
Carrie Andersen, University Secretary
Chandra Beaveridge, Convocation Senator
Aaron Devor, Faculty of Social Sciences
Robin Hicks, Faculty of Science
Helen Kurki, Faculty of Social Sciences
Valerie Kuehne, Vice-President Academic and Provost
Annalee Lepp, Faculty of Humanities*
Dean Seeman, Libraries*
Alivia Wang, Student Senator*
Ada Saab, Secretary, Associate University Secretary*

*members of the Nominations Sub-committee

/attachment

2019- 2020 Senate Committees

Senate Committee on Continuing Studies

Name	Faculty or Department	Term
Jo-Anne Clarke (Chair) (S)	Dean, Continuing Studies	(ex officio)
Sang Nam (NS)	Business	2020 (2017)
James Nahachewsky (NS)	Education	2022 (2016)
Poman So (NS)	Engineering	2021 (2015)
Carolyn Butler-Palmer (S)	Fine Arts	2021 (2015)
Esther Sangster-Gormley (NS)	HSD	2020 (2014)
Penny Bryden (NS)	Humanities	2021 (2015)
Mark Gillen (S)	Law	2021 (2018)
Mark Laidlaw (S)	Science	2020 (2017)
Kenneth Stewart (NS)	Social Sciences	2021 (2015)
Eva Garofalo (S)	Student Senator	2020 (2019)
Victoria Eaton (NS)	Student Representative (UVSS)	2020 (2019)
Connor Leshner (NS)	Student Representative (GSS)	2020 (2018)
Christina Johnson (NS)	Student Representative from diploma or certificate program in Continuing Studies	2020 (2017)
Wendy Gedney (NS)	Alumni Association	2022 (2016)
David Alexander (S)	Convocation Senator	2021 (2019)
Susan Lewis (NS)	President's Nominee, Acting Associate Vice-President Academic Planning	(ex officio)
Kirsten Kopp (Secretary)	Continuing Studies	

(S) – Senator

(NS) – non Senator

Senate Committee on Learning and Teaching

Name	Faculty or Department	Term
Erica Woodin (Chair) (S)	Social Sciences	2021 (2018)
Jason Colby (S)	Humanities	2021 (2018)
TBD	Fine Arts	2022 (2019)
Cedric Littlewood (NS)	Graduate Studies	2021 (2016)
Brian Leacock (S)	Business	2022 (2019)
Laura Vizina (NS)	Continuing Studies	2022 (2016)
Monica Prendergast (S)	Education	2020 (2017)
Michael McGuire (NS)	Engineering	2021 (2018)
Rebecca Warburton (S)	HSD	2020 (2016)
Tim Richards (NS)	Law	2020 (2016)
TBD	Medical Sciences	2022 (2019)
Mark Laidlaw (S)	Science	2020 (2017)
Rory Hills (S)	Student Senator	2020 (2019)
Megan Ingram (S)	Student Senator	2020 (2019)
Jonathan Granirer (NS)	Student Representative (UVSS)	2020 (2019)
Hannah Ahluwalia (NS)	Student Representative (UVSS)	2020 (2019)
Mehdi Hashemi (NS)	Student Representative (GSS)	2020 (2019)
Jennifer Whately (NS)	Alumni Association	2021 (2018)
Tina Bebbington (NS)	Library, (FALC)	2022 (2019)
Chandra Beaveridge (S)	Convocation Senator	2021 (2019)
Justin Harrison (NS)	University Librarian Designate	(ex officio)
Wency Lum (NS)	Chief Information Officer	(ex officio)
Andrea Giles (NS)	Acting Executive Director, Cooperative Education and Career Services	(ex officio)
Laurene Sheilds (NS)	Executive Director, Learning and Teaching Support and Innovation	(ex officio)
Mariel Miller (NS)	Technology Integrated Learning Centre	(ex officio)
Susan Lewis (NS)	President's nominee, Acting Associate Vice-President Academic Planning	(ex officio)
Ada Saab (Secretary)	Associate University Secretary	

(S) – Senator
(NS) – non Senator

Senate Committee on Libraries

Name	Faculty or Department	Term
Simon Devereaux (NS) (Chair)	Humanities	2022 (2016)
Elena Pnevmonidou (NS)	Graduate Studies	2022 (2016)
Richard Marcy (S)	HSD	2021 (2018)
Sylvia Pantaleo (NS)	Education	2020 (2017)
Richard Rush (NS)	Continuing Studies	2022 (2019)
Peter Driessen (NS)	Engineering	2021 (2018)
Kirk McNally (NS)	Fine Arts	2020 (2017)
Linda Welling (S)	Social Sciences	2022 (2019)
Hao Zhang (NS)	Business	2020 (2017)
Robert Howell (NS)	Law	2020 (2016)
TBD	Medical Sciences	2022 (2019)
Louise Page (NS)	Science	2020 (2017)
Natalia Karpovskaia (S)	Student Senator	2020 (2019)
Myles Maillet (NS)	Student Representative (GSS)	2020 (2018)
Andrew Rowe (NS)	Representative of Council of Centre Directors	2021 (2018)
Pia Russell (NS)	Librarian selected by Faculty Association Librarians' Committee (FALC)	2020 (2017)
TBD (NS)	Associate University Librarian	(ex-officio)
Lisa Goddard (NS)	Associate University Librarian	(ex-officio)
Lisa Petrachenko (NS)	Associate University Librarian	(ex officio)
Hélène Cazes	President's nominee	(ex officio)
Wency Lum (NS)	Chief Information Officer	(ex officio)
Jonathan Bengtson (S)	University Librarian	(ex officio)
Sheila Cresswell (Secretary)	University Librarian's Office	

(S) – Senator

(NS) – non Senator



Date: 11 October 2019

To: Senate

From: Senate Committee on Awards

Re: **New and Revised Awards**

The Senate Committee on Awards met on October 8, 2019 and approved a number of new and revised awards for Senate's approval. Terms of these awards are attached.

Recommended motion:

That Senate approve, and recommend to the Board of Governors that it also approve, the new and revised awards set out in the attached document:

- Open Graduate Scholarship* (new)
- Ted and Helen Hughes Entrance Award (new)
- Oliver Prentice Memorial - Saanich Rotary Scholarship* (revised)
- John Money Memorial Prize in British History (new)
- One Heart for Reconciliation Award* (new)
- Clark Wilson Recruitment Inclusion Award (new)
- Stó:lō Legacy Scholarship (revised)
- Pemberton Holmes Award in Honour of Davine Burton* (revised)
- Indigenous Engineering and Computer Science Entrance Scholarship (new)
- Women in Engineering and Computer Science Entrance Scholarship (new)
- Dave Ian Dunnet Music Education Scholarship* (revised)
- Chris Markoff Memorial Award (revised)
- Takao Tanabe Undergraduate Award in Visual Arts (new)
- Takao Tanabe Graduate Award in Visual Arts (new)

** Administered by the University of Victoria Foundation*

Terms for New and Revised Awards

Additions are underlined

Deletions are ~~struck through~~

Open Graduate Scholarship * (New-GS)

One or more scholarships are awarded to academically outstanding graduate students entering or continuing at the University of Victoria. Approval of recipients will be made by the Faculty of Graduate Studies Graduate Awards Committee.

Ted and Helen Hughes Entrance Award (New-UG)

One or more awards will be given to undergraduate students entering the Faculty of Law who have demonstrated academic ability together with determination, resilience, contribution and compassion in areas of life such as prior work experience, graduate study, community service, family care or disability. Preference will be given to an Indigenous student. Approval of the recipients will be made by the Senate Committee on Awards upon the recommendation of the Faculty of Law.

Oliver Prentice Memorial - Saanich Rotary Scholarship * (Revised-UG)

A scholarship is awarded to a student of outstanding merit and promise and qualities of character indicating worthiness to hold the scholarship, who is planning a business career and is continuing studies at a recognized university or is articulated to a Certified Professional Accountant~~chartered accountant, or C.G.A.~~ Approval of the recipient will ~~student is to~~ be made by the Senate Committee on Awards upon the recommendation of the Peter B. Gustavson School of Business, of the University of Victoria. Students must apply to the ~~By application to~~ Peter B. Gustavson School of Business by April 30.

John Money Memorial Prize in British History (New-UG)

A prize of \$1,000 is awarded to an undergraduate student with the highest mark in a course on British History. Preference will be given to a student in either HSTR 220A or HSTR 220B. Approval of the recipient will be made by the Senate Committee on Awards upon the recommendation of the Department of History.

One Heart for Reconciliation Award* (New-UG)

One or more awards are given to Indigenous undergraduate students in the Faculty of Law who identify as women, non-binary or Two-Spirit people and who intend to further reconciliation through their studies and the practice of law. Students must submit a letter (maximum one page) demonstrating how they intend to further reconciliation. Preference will be given to students with demonstrated financial need. Approval of the recipients will be made by the Senate Committee on Awards upon the recommendation of the Faculty of Law.

Clark Wilson Recruitment Inclusion Award (New-UG)

Four awards of \$625 each will be given to undergraduate students in the Faculty of Law to assist with costs related to their participation in recruiting interviews or events as part of the Vancouver Bar Association Summer and Articling Recruitment Processes for firms participating within the designated time period. Three of these awards will be given to students participating in the Vancouver Summer Recruitment Process and one award will be given to a student participating in the Vancouver Articling Recruitment Process. Costs include but are not limited to: travel, accommodation, meals, child care, lost wages, corporate attire and personal care. Students must have demonstrated financial need and must have at least one confirmed scheduled interview or event prior to applying. Applications must be submitted to the Dean's Office, Faculty of Law, no later than one week after Interview Call Day for the Recruitment Process in which the applicant is participating.

Stó:lō Legacy Scholarship (Revised-UG/GS)

One or more scholarships, to a total value of \$5,000 per annum, are awarded to registered members of any Stó:lō First Nation (i.e. any First Nation located along the Fraser River and its tributaries between Langley and Yale) entering or continuing ~~enrolled~~ in a certificate, diploma, or degree program (undergraduate or graduate) at the University of Victoria.

Applicants must submit a short statement of the educational goals they wish to achieve with this scholarship, a high school transcript and/or other relevant educational transcripts, proof of band membership, and two letters of reference affirming the students' commitment and capacity to complete their academic program and, where applicable, their community engagement. ~~Undergraduate recipients will be approved by the Senate Committee on Awards, upon the recommendation of the Department of History and the Indigenous Studies Program. Graduate recipients will be approved by the Faculty of Graduate Studies Graduate Awards Committee, upon the recommendation of the Department of History.~~

Applications may be obtained from the Office of Indigenous Academic and Community Engagement (IACE) and must be submitted to that office by April 15. In the case of an undergraduate student, approval of the recipient will be made by the Senate Committee on Awards upon the recommendation of IACE; in the case of a graduate student, approval of the recipient will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of IACE.

Pemberton Holmes Award Entrance Scholarship in Honour of Davine Burton* (Revised-UG/GS)

~~One entrance scholarship will be awarded to a student entering the Faculty of Law JD program who has demonstrated academic excellence. Preference will be given to a student who has shown continued athletic commitment to the sport of rugby and has demonstrated a strong desire to continue to be involved in the sport of rugby as a player, coach or in another capacity. Preference may also be given to a student associated with the Vikes Rugby program, either as a current player or a Vikes alumnus. If an entering student does not satisfy the aforementioned criteria, the~~

~~scholarship may be renewed for the previous year's recipient. Nomination of the student recipient and renewal decisions will be made by the Faculty of Law.~~

One award will be given to a student entering any Faculty of Law program. Preference will be given to a student who has shown continued athletic commitment to the sport of rugby in the following priority:

- a student who is currently a Vikes rugby player;
- a student who is currently coaching rugby in any capacity;
- a Vikes rugby alumni;
- a student who is meaningfully involved in any other rugby program.

The award may be renewed for the previous year's recipient. Approval of an undergraduate recipient will be made by the Senate Committee on Awards upon the recommendation of the Faculty of Law. Approval of a graduate recipient will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the Faculty of Law.

Indigenous Engineering and Computer Science Entrance Scholarship (New-UG)

One or more scholarships will be awarded to academically outstanding Indigenous students entering the Faculty of Engineering. Students who have been out of high school for more than two years, are not transferring directly from a post-secondary institution or are mature students are eligible for this scholarship.

Women in Engineering and Computer Science Entrance Scholarship (New-UG)

One or more scholarships will be awarded to academically outstanding women students entering the Faculty of Engineering from a Canadian secondary school, college or university. Eligible recipients must be either Canadian citizens or Canadian permanent residents.

Dave Ian Dunnet Music Education Scholarship * (Revised-UG)

One or more scholarships are awarded to academically outstanding undergraduate students entering their third or fourth year in the Bachelor of Music (Music Education) program who demonstrate a strong commitment to achieving excellence in teaching instrumental and choral music in the schools. Applicants must submit a letter (maximum 500 words) describing what inspired them to become a music educator. Approval of the recipients will be made by the Senate Committee on Awards upon the recommendation of the School of Music.

Chris Markoff Memorial Award (Revised-UG)

An award of \$500 is given to a ~~4th~~ fourth year student in the Peter B. Gustavson School of Business. This student should demonstrate, through a resume, a keen appreciation for the

outdoors and a record of outdoor pursuits. Preference will be given to a Canadian student who is involved in the Commerce Cultural Liaison Program (CCLP) and who has taken the time and effort to mentor foreign students at the University. This award may be given to a graduating student.

Resume to be submitted to the Peter B. Gustavson School of Business by **April 30.**

Takao Tanabe Undergraduate Award in Visual Arts (New-UG)

One award of \$2,500 will be given to an undergraduate student entering third or fourth year in the Department of Visual Arts whose focus is on painting. Approval of the recipient will be made by the Senate Committee on Awards upon the recommendation of the Department of Visual Arts.

Takao Tanabe Graduate Award in Visual Arts (New-GS)

One award of \$2,500 will be given to a graduate student in the Department of Visual Arts whose focus is on painting. Approval of the recipient will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the Department of Visual Arts.

Respectfully submitted,

2019/2020 Senate Committee on Awards

Annalee Lepp (Chair), Department of Gender Studies

Anne Cirillo, International Student Services

David Foster, Graduate Student Society Representative

Helga Hallgrimsdottir, School of Public Administration

Lori Nolt, Director, Student Awards and Financial Aid

Yvonne Rondeau, Scholarship Officer, Faculty of Graduate Studies

Marsha Runtz, Chair, Faculty of Graduate Studies Graduate Awards Committee

Charlotte Schallié, Faculty of Graduate Studies

Brock Smith, Peter B. Gustavson School of Business

Wendy Taylor, Acting Registrar

Ciel Watt, Alumni Association

Dawit Weldemichael, Student Senator

Linda Welling, Department of Economics

Lauren Hume (Secretary), Student Awards and Financial Aid



Date: 8 October 2019

To: Senate

From: Senate Committee on Awards

Re: **2018/19 Annual Report**

The Terms of Reference for the Senate Committee on Awards define its scope and relationship with Senate and other Senate committees. Annually in October, the committee presents a report to Senate on its business and proceedings over the previous academic year.

The Senate Committee on Awards met 12 times during the Academic Year: July 19, 2018, August 14, 2018, September 13, 2018, October 15, 2018, November 15, 2018, December 13, 2018, January 10, 2019, February 7, 2019, March 7, 2019, April 12, 2019, May 16, 2019, and June 13, 2019.

The Senate Committee on Awards approved **60** (73) new awards and **90** (156) revised awards for undergraduate and graduate students in 2018-19. There were **3883** (3738) scholarships awarded to **3100** (2967) undergraduate students, with a total value of **\$9,186,152** (\$8,888,680).

NOTE: Previous year's (2018) figures are shown in brackets. Scholarships included in this report were adjudicated on the basis of academic performance in 2018-19.

UVic aspires to be both nationally and internationally competitive in recruiting and retaining students of the highest caliber. Our ability to offer a more competitive undergraduate scholarship program supports the UVic Strategic Framework vision of attracting, supporting, and developing a diverse community of talented students, faculty and staff, as well as being recognized internationally as a university of choice. Through involvement in the Strategic Enrolment Management process, Student Awards and Financial Aid continues to work to better align our student financial aid resources with institutional enrolment goals.



ENTRANCE SCHOLARSHIPS

Student Awards and Financial Aid made offers of entrance scholarships to academically outstanding students from Canadian secondary schools, international secondary schools, and Canadian colleges and universities. UVic awarded **1910** (1779) entrance scholarships (non-renewable) to **1689** (1417) students with a value of **\$4,156,424** (\$3,999,366). In addition, **173** (147) students received renewable scholarships for a total value of **\$973,500** (\$848,500). The total of all entrance scholarships and awards was **\$5,129,924** (\$4,847,866).

Title of Scholarship	2019	2018	Value	TOTAL 2019	TOTAL 2018
Ailsa and Roger Bishop Entrance Scholarship in Theatre	1	*	@ \$4,000	\$ 4,000	*
Aga Khan Academy Scholarship	1	1	@ \$22,500	\$ 22,500	\$ 22,500
David H. Turpin National Entrance Scholarship	1	1	@ \$5,000	\$ 5,000	\$ 5,000
David Strong Entrance Scholarship	3	1	@ \$5,000	\$ 15,000	\$ 5,000
Elsa Eleonora & Clara Maria Fagerberg	1	1	@ \$5,000	\$ 5,000	\$ 5,000
Fairfax Financial Ltd. Award	1	1	@ \$6,000	\$ 6,000	\$ 6,000
John Locke Malkin Entrance Scholarship	6	3	@ \$5,000	\$ 30,000	\$ 15,000
Maurice William Summerhayes Scholarship	3	4	@ \$10,000	\$ 30,000	\$ 40,000
National Entrance Scholarship	5	2	@ \$5,000	\$ 25,000	\$ 10,000
Robert & Ellen Pearce Scholarship	2	2	@ \$5,000	\$ 10,000	\$ 10,000
Schulich Leader Scholarship	1	1	@ \$25,000	\$ 25,000	\$ 25,000
Schulich Leader Scholarship	1	1	@ \$20,000	\$ 20,000	\$ 20,000
T.S. McPherson Entrance Scholarship	**	10	@ \$4,500	\$ 0	\$ 45,000
T.S. McPherson Entrance Scholarship (new value 2019)	8	**	@ \$5,000	\$ 40,000	**
UVic Excellence Scholarship	28	30	@ \$6,500	\$ 182,000	\$ 195,000
UVic Excellence Scholarship	106	89	@ \$5,000	\$ 530,000	\$ 445,000
Walker Wood Foundation Scholarship in Social Sciences	1	*	@ \$4,000	\$ 4,000	*
Wilson S.C. Lai Scholarship	4	*	@ \$5,000	\$ 20,000	*
Totals	173	147		\$ 973,500	\$ 848,500

*New renewable scholarship for 2019

**New value for 2019

IN-COURSE SCHOLARSHIPS

UVic awarded **1531** (1555) non-renewable in-course scholarships to **969** (1146) students with a value of **\$2,534,880** (\$2,587,882). In addition, **269** (257) students received a renewal of their renewable scholarships for a total value of **\$1,521,348** (\$1,452,932). The total value of all in-course scholarships and awards was **\$4,056,228** (\$4,040,814).

Title of Scholarship	2019	2018	Value	TOTAL 2019	TOTAL 2018
Aga Khan Academy Scholarship	2	2	@ \$22,500	\$ 45,000	\$ 45,000
Albert Hung Chao Hong Scholarship	0	2	@ \$3,000	\$ 0	\$ 6,000
Albert Hung Chao Hong Scholarship	1	1	@ \$1,500	\$ 1,500	\$ 1,500
CIBC Scholarship in the Peter B. Gustavson School of Business	9	9	@ \$2,500	\$ 22,500	\$ 22,500
David H. Turpin National Entrance Scholarship	2	2	@ \$5,000	\$ 10,000	\$ 10,000
David Strong Entrance Scholarship	2	3	@ \$5,000	\$ 10,000	\$ 15,000
Elsa Eleonora & Clara Maria Fagerberg Scholarship	1	*	@ \$5,000	\$ 5,000	*
Elsa Eleonora & Clara Maria Fagerberg Scholarship	4	6	@ \$3,000	\$ 12,000	\$ 18,000
Fairfax Financial Ltd. Award	0	0	@ \$5,000	\$ 0	\$ 0
John Locke Malkin Entrance Scholarship	1	0	@ \$5,000	\$ 5,000	\$ 0
John Locke Malkin Entrance Scholarship	4	11	@ \$4,000	\$ 16,000	\$ 44,000
John Locke Malkin (Student Graduating)	0	1	Varies	\$ 0	\$ 3,334
Loran Scholarship Renewal	1	1	Varies	\$ 2,848	\$ 5,584
Maurice William Summerhayes Scholarship	10	7	@ \$10,000	\$ 100,000	\$ 70,000
National Entrance Scholarship	5	5	@ \$5,000	\$ 25,000	\$ 25,000
Ray and Naomi Simpson Scholarship	0	1	@ \$5,000	\$ 0	\$ 5,000
Ray and Naomi Simpson Scholarship	3	2	@ \$3,000	\$ 9,000	\$ 6,000
Robert & Ellen Pearce Scholarship	5	6	@ \$5,000	\$ 25,000	\$ 30,000
Schulich Leader Scholarship	2	1	@ \$25,000	\$ 50,000	\$ 25,000
Schulich Leader Scholarship	2	3	@ \$20,000	\$ 40,000	\$ 60,000
Schulich Leader Scholarship	1	2	@ \$15,000	\$ 15,000	\$ 30,000
T.S. McPherson Entrance Scholarship	15	11	@ \$4,500	\$ 67,500	\$ 49,500
T.S. McPherson Entrance Scholarship	0	1	@ \$2,250	\$ 0	\$ 3,014
UVic Excellence Scholarship \$6500	49	42	@ \$6,500	\$ 318,500	\$ 273,000
UVic Excellence Scholarship \$6500	2	0	@ \$3,250	\$ 6,500	\$ 0
UVic Excellence Scholarship \$5000	146	143	@ \$5,000	\$ 730,000	\$ 715,000
UVic Excellence Scholarship \$5000	2	2	@ \$2,500	\$ 5,000	\$ 5,000
UVic Excellence Scholarship \$4000	**	2	@ \$4,000	**	\$ 8,000
TOTALS	269	257		\$ 1,521,348	\$ 1,452,932
* New Renewable scholarship value in 2018					
** Discontinued Scholarship Value					

The following table shows the total in-course funds awarded by scholarship category, GPA range for the President's Scholarships, and the number of awards per faculty or program. The budget for the President's Scholarships is proportionally allocated by the number of students in each faculty or program in relation to the total student population.

	PRESIDENT'S SCHOLARSHIPS			RENEWABLE SCHOLARSHIPS		OTHER SCHOLARSHIPS AND AWARDS		
	AMOUNT	GPA RANGE	QTY	AMOUNT	QTY	AMOUNT	QTY	TOTALS
SOCIAL SCIENCES	\$ 141,626	8.50-9.00	49	\$ 252,000	44	\$ 227,083	129	\$ 620,709
SCIENCE	\$ 127,520	8.22-9.00	50	\$ 528,500	92	\$ 243,382	166	\$ 899,402
HUMANITIES	\$ 113,566	8.00-9.00	49	\$ 141,348	29	\$ 157,414	166	\$ 412,328
ENGINEERING								
CIVE	\$ 5,151	8.53-9.00	3	\$ 35,000	5	\$ 16,359	8	\$ 56,510
BENG	\$ 8,174	8.71-9.00	5	\$ 26,500	5	\$ 18,599	12	\$ 53,273
SENG	\$ 16,253	8.70-9.00	7	\$ 81,500	10	\$ 22,483	17	\$ 120,236
CENG	\$ 26,120	8.63-9.00	10	\$ 36,500	6	\$ 25,805	15	\$ 88,425
MECH	\$ 15,086	8.50-8.83	8	\$ 106,500	15	\$ 33,146	17	\$ 154,732
ELEC	\$ 14,000	8.67-8.83	4	\$ 59,500	7	\$ 17,569	13	\$ 91,069
HUMAN & SOCIAL DEVELOPMENT								
HINF; Public Health & Social Policy	\$ 8,752	8.33-8.88	5	\$ 9,500	2	\$ 31,835	15	\$ 50,087
Nursing	\$ 33,112	8.20-8.80	16	\$ 0	0	\$ 80,706	30	\$ 113,818
Public Admin	\$ 0	0	0	\$ 6,500	1	\$ 0	0	\$ 6,500
Child & Youth Care	\$ 12,856	8.50-9.00	5	\$ 5,000	1	\$ 14,183	14	\$ 32,039
Social Work	\$ 13,910	7.13-7.63	9	\$ 5,000	1	\$ 12,660	11	\$ 31,570
EDUCATION								
EPHE, BSC	\$ 24,450	8.50-9.00	11	\$ 45,000	9	\$ 43,140	34	\$ 112,590
Curriculum & Instr.	\$ 29,850	8.00-8.70	9	\$ 28,000	6	\$ 60,850	48	\$ 118,700
FINE ARTS								
General	\$ 2,400	7.89	1	\$ 0	0	\$ 0	0	\$ 2,400
Art History & Visual Studies	\$ 6,986	8.56-8.71	4	\$ 5,000	1	\$ 13,986	14	\$ 25,972
Music	\$ 5,604	8.16-8.72	9	\$ 15,000	3	\$ 209,719	139	\$ 230,323
Theatre	\$ 8,910	8.22-8.88	6	\$ 14,500	3	\$ 47,977	45	\$ 71,387
Visual Arts	\$ 6,791	8.33-8.60	3	\$ 9,000	2	\$ 22,384	13	\$ 38,175
Writing	\$ 9,173	8.70-8.75	3	\$ 24,500	5	\$ 27,131	21	\$ 60,804
BUSINESS	\$ 39,816	8.22-8.60	15	\$ 87,000	22	\$ 160,857	145	\$ 287,673
LAW	\$ 14,000	6.83-7.50	8	\$ 0	0	\$ 363,506	170	\$ 377,506
TOTALS	\$ 684,106	6.83-9.00	289	\$ 1,521,348	269	\$ 1,850,774	1242	\$ 4,056,228

Respectfully submitted,

2019-20 Senate Committee on Awards

Annalee Lepp (Chair), Department of Gender Studies
Anne Cirillo, International Student Services
Brock Smith, Peter B. Gustavson School of Business
Charlotte Schaillié, Department of Germanic and Slavic Studies
Ciel Watt, Alumni Association
David Foster, GSS Representative
Dawit Weldemichael, Student Senator
Helga Hallgrímsdóttir, School of Public Administration
Linda Welling, Department of Economics
Lori Nolt, Student Awards and Financial Aid
Marsha Runtz, Faculty of Graduate Studies
Wendy Taylor, Office of the Registrar
Yvonne Rondeau, Faculty of Graduate Studies
Lauren Hume, Secretary, Student Awards and Financial Aid

2018-19 Senate Committee on Awards

Annalee Lepp (Chair), Department of Gender Studies
Anne Cirillo, International Student Services
Brock Smith, Peter B. Gustavson School of Business
Charlotte Schaillié, Department of Germanic and Slavic Studies
Ciel Watt, Alumni Association
Curtis Whittla, Student Senator
Donja Roberts, Student Awards and Financial Aid
Helga Hallgrímsdóttir, School of Public Administration
Kelly Clark, GSS Representative
Linda Welling, Department of Economics
Marsha Runtz, Faculty of Graduate Studies
Wendy Taylor, Office of the Registrar
Yvonne Rondeau, Faculty of Graduate Studies
Lauren Hume, Secretary, Student Awards and Financial Aid



University
of Victoria

Senate Committee on
Planning

MEMO

Date: October 16, 2019

To: Senate

From: Senate Committee on Planning

Re: **Proposal to remove Technology Innovation in Education as a teaching area in the Secondary Post-Degree Professional Program**

At its meeting of October 1, 2019, the Senate Committee on Planning considered the proposal to remove Technology Innovation in Education as a teaching area in the Secondary Post-Degree Professional Program, as described in the memorandum dated March 14, 2019.

The following motion is recommended:

That Senate approve the proposal to remove Technology Innovation in Education as a teaching area in the Secondary Post-Degree Professional Program, as described in the memorandum dated March 14, 2019.

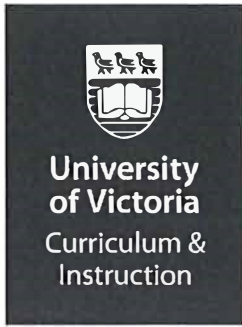
Respectfully submitted,

2019-2020 Senate Committee on Planning

Susan Lewis (Chair), Acting AVPAP
Gillian Calder, Law
David Capson, Graduate Studies
Jo-Anne Clarke, Continuing Studies
Merwan Engineer, Economics
Mauricio Garcia-Barrera, Psychology
Andrea Giles, Co-op Education
Rishi Gupta, Civil Engineering
Neil Burford, Chemistry
Lisa Kalynchuk, VP Research
Valerie S. Kuehne, VPAC
Adam Con, Fine Arts
Sandra Duggan, Secretary, VPAC

Graham McDonough, Curriculum and Instruction
Patrick Nahirney, Medical Sciences
Sang Nam, Business
Carla Osborne, GSS Representative
Kai Richins, Student Senator
Abdul Roudsari, Health Information Science
Nilanjana Roy, Economics
Dan Russek, Hispanic & Italian Studies
Ada Saab, Associate University Secretary
Ralf St. Clair, Education
Wendy Taylor, Office of the Registrar
Cindy Holder, Humanities





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cichair@uvic.ca
<http://www.uvic.ca/edci>

MEMO

Date: March 14, 2019

To: James Nahachewsky, Chair of the Faculty of Education Undergraduate Curriculum Committee

Nancy Wright, Chair of the Senate Committee on Academic Planning

Tim Haskett, Chair of the Senate Committee on the Curriculum

From: Deborah Begoray, Chair of the Department of Curriculum & Instruction

Re: Memorandum to Propose a Significant Change to a Program – Secondary PDP Program, Technology Innovation in Education (TIE)

We propose a change to our Secondary Post-Degree Professional Program as it relates to the teaching area of Technology Innovation in Education (TIE). We are requesting the removal of TIE as a teaching area and a suspension of admission to the Program for this area.

As per the Senate Guidelines to propose a significant change to a program:

1. The Faculty of Education first offered a Secondary BEd program in 1963. TIE was first offered as a teaching area in 2013.
2. Since 2014, the Program has admitted three students with TIE (that is all that has applied). There is currently one student in the Program with this teaching area, and we do not anticipate any increase in the numbers.

There is no methods course offered for TIE.

The Teaching Regulation Branch, which grants certification to students who complete the Program, does not recognize TIE as a teaching area.

Public schools in BC do not offer specific courses in TIE. Placements specific to TIE do not occur and placements in related courses that are offered are extremely difficult to secure and often do not happen.

3. No provisions for current students are necessary as this relates to new admissions only and we do not anticipate any new admissions.
4. We propose that the change take effect for September 1, 2021 with an immediate suspension of admissions.

No other academic units have students that will be affected by the change.

This proposed calendar change was approved by the Department at the March 13, 2019 meeting. The signatures by the Dean and the Chair of the Faculty Curriculum Committee indicate that they have reviewed and have knowledge of this proposed change only.

Name Deborah Begoray Signature
Chair of Curriculum and Instruction
Date March 22/19

Original signed by Deborah Begoray

Name James Nahachewsky Signature
Chair of Faculty Curriculum Committee
Date March 25/19

Original signed by James Nahachewsky

Name Ralf St. Clair Signature
Dean, Faculty of Education
Date 25 MAR 19

Original signed by Ralf St. Clair



University
of Victoria

Senate Committee on
Planning

MEMO

Date: October 16, 2019

To: Senate

From: Senate Committee on Planning

Re: **Proposal to change the Secondary Post-Degree Professional Program (Diploma) to a Bachelor of Education Degree Program**

At its meeting of October 1, 2019, the Senate Committee on Planning considered the proposal to change the Secondary Post-Degree Professional Program (Diploma) to a Bachelor of Education Degree Program, as described in the memorandum dated March 14, 2019.

The following motion is recommended:

That Senate approve and recommend to the Board of Governors, that it also approve the proposal to change the Secondary Post-Degree Professional Program (Diploma) to a Bachelor of Education Degree Program, as described in the memorandum dated March 14, 2019.

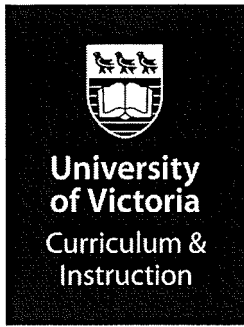
Respectfully submitted,

2019-2020 Senate Committee on Planning

Susan Lewis (Chair), Acting AVPAP
Gillian Calder, Law
David Capson, Graduate Studies
Jo-Anne Clarke, Continuing Studies
Merwan Engineer, Economics
Mauricio Garcia-Barrera, Psychology
Andrea Giles, Co-op Education
Rishi Gupta, Civil Engineering
Neil Burford, Chemistry
Lisa Kalynchuk, VP Research
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Adam Con, Fine Arts
Sandra Duggan, Secretary, VPAC

Graham McDonough, Curriculum and Instruction
Patrick Nahirney, Medical Sciences
Sang Nam, Business
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Kai Richins, Student Senator
Abdul Roudsari, Health Information Science
Nilanjana Roy, Economics
Dan Russek, Hispanic & Italian Studies
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Ralf St. Clair, Education
Wendy Taylor, Office of the Registrar
Cindy Holder, Humanities





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MEMO

Date: March 14, 2019

To: James Nahachewsky, Chair of the Faculty of Education Undergraduate Curriculum Committee

Nancy Wright, Chair of the Senate Committee on Academic Planning

Tim Haskett, Chair of the Senate Committee on the Curriculum

From: Deborah Begoray, Chair of the Department of Curriculum & Instruction

Re: Memorandum to Propose a Significant Change to a Program – Secondary Education, PDP and Degree Program

We propose changing our sixteen-month Secondary Post-Degree Professional Program (Diploma) with a BEd Degree option, to a sixteen-month Bachelor of Education Degree Program. We are requesting the removal of the diploma option.

As per the Senate Guidelines to propose a significant change to a program:

1. The Faculty of Education offered a Secondary BEd Degree program (as the default entry) with a diploma option, from 1963 to 2009. In 2009, due to declining numbers for Degree completion, the default entry was changed to the Secondary PDP Program, which grants a diploma. Since then, students have needed to opt-in to the BEd after admission.
2. Consistent trends over the last several years indicate that the majority of students in the Secondary PDP Program opt to complete the BEd Degree through either a Summer Institute, a PSC, or other coursework. Numbers are as follows:

2016 (May 17 grad)	Diploma: 24	BEd: 36
2017 (May 18 grad)	Diploma: 28	BEd: 32
2018 (May 19 grad)	Diploma: 21	BEd: 45
2019 (May 20 grad)*	Diploma: 10	BEd: 55

*Anticipated numbers

Since 2016, an additional 7 students who previously completed the diploma have returned to complete the BEd degree through other course work.

Reverting back to offering the BEd Degree through the PDP Program upon program admission is in response to student needs. It will benefit students as it will simplify the degree pathway process for them, thus alleviating current confusion and stress. It will also offer a significant reduction in administrative load for Education Advising, Undergrad Records Office and Admissions. It will improve marketing.

This change will allow for program updating that is necessary to reflect the needs of the current education field and allow, in perpetuity, the program to respond to changes in the educational context, as well as provide consistent and ongoing inter-departmental cooperation in the BEd program.

It will also provide program consistency between both the Elementary PDP (which is Degree-granting) and the Secondary PDP Programs.

The timing of the change will coincide with the end date of the five-year BEd Secondary Degree program.

3. No provisions for current students are necessary. The change will only apply to new applicants. The total number of units, and the length of the program, will remain consistent with the current timetable that supports the degree pathway.
4. We propose that the change take effect for September 1, 2021.

No other academic units have students that will be affected by the change.

This proposed calendar change was approved by the Department at the March 13, 2019 meeting. The signatures by the Dean and the Chair of the Faculty Curriculum Committee indicate that they have reviewed and have knowledge of this proposed change only.

Name Deborah Begoray Signature
Chair of Curriculum and Instruction
Date March 22/19

Original signed by Deborah Begoray

Name James Nahachewsky Signature
Chair of Faculty Curriculum Committee
Date March 25/19

Original signed by James Nahachewsky

Name Ralf St. Clair Signature
Dean, Faculty of Education
Date 25 MAR 19

Original signed by Ralf St. Clair



University
of Victoria

Senate Committee on
Planning

MEMO

Date: October 16, 2019

To: Senate

From: Senate Committee on Planning

Re: **Proposal to remove Japanese and Mandarin as teaching areas in the Secondary Post-Degree Professional Program**

At its meeting of October 1, 2019, the Senate Committee on Planning considered the proposal to remove Japanese and Mandarin as teaching areas in the Secondary Post-Degree Professional Program, as described in the memorandum dated March 14, 2019.

The following motion is recommended:

That Senate approve the proposal to remove Japanese and Mandarin as teaching areas in the Secondary Post-Degree Professional Program, as described in the memorandum dated March 14, 2019.

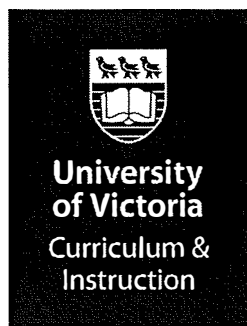
Respectfully submitted,

2019-2020 Senate Committee on Planning

Susan Lewis (Chair), Acting AVPAP
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Mauricio Garcia-Barrera, Psychology
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MEMO

Date: March 14, 2019

To: James Nahachewsky, Chair of the Faculty of Education Undergraduate Curriculum Committee

Nancy Wright, Chair of the Senate Committee on Academic Planning

Tim Haskett, Chair of the Senate Committee on the Curriculum

From: Deborah Begoray, Chair of the Department of Curriculum & Instruction

Re: Memorandum to Propose a Significant Change to a Program – Secondary PDP Program, Japanese and Mandarin Teaching Areas

We propose a change to our Secondary Post-Degree Professional Program as it relates to the teaching areas of Japanese and Mandarin. We are requesting the removal of Japanese and Mandarin as teaching areas and the suspension of admission to the Program for those areas.

As per the Senate Guidelines to propose a significant change to a program:

1. The Faculty of Education first offered a Secondary BEd program in 1963. Japanese and Mandarin were first offered as teaching areas in 1998.
2. Since 2014, the Program has admitted one student who declared Mandarin and two students who declared Japanese teaching areas. There are currently no students in the Program with either of these teaching areas, and we do not anticipate any increase in the numbers.

There are no placements available for Mandarin, and Japanese placements have proven to be extremely difficult to secure. The one student with Mandarin as a teaching area was not able to obtain a placement in teaching a Mandarin course in either of the required practica.

3. No provisions for current students are necessary as there is no one currently admitted with either teaching area, and we do not anticipate any new admissions.

4. We propose that the change take effect for admissions for September 1, 2021. (If we are suspending admission now, does this date need to change??)

No other academic units have students that will be affected by the change.

This proposed calendar change was approved by the Department at the March 13, 2019 meeting. The signatures by the Dean and the Chair of the Faculty Curriculum Committee indicate that they have reviewed and have knowledge of this proposed change only.

Name Deborah Begoray Signature
Chair of Curriculum and Instruction
Date March 22/19

Original signed by Deborah Begoray

Name James Nahachewsky Signature
Chair of Faculty Curriculum Committee
Date March 25/19

Original signed by James Nahachewsky

Name Ralf St. Clair Signature
Dean, Faculty of Education
Date 25 MAR 19

Original signed by Ralf St. Clair



Office of the Associate Vice-President Academic Planning
Michael Williams Building PO Box 1700 STN CSC Victoria BC V8W 2Y2 Canada
T 250-721-7011 | F 250-721-7216 | avpap@uvic.ca | www.uvic.ca/vpacademic

memo

To: Senate

From: Dr. Susan Lewis, Acting Associate Vice-President Academic Planning

cc: Dr. Valerie Kuehne, Vice-President Academic and Provost
Mr. Tony Eder, Executive Director Academic Resource Planning
Ms. Kristi Simpson, Associate Vice-President Finance and Operations

Date: October 16, 2019

Re: **Enhanced Planning Tools Refresh**

Enhanced Planning utilizes tools that UVic developed and adopted for organizational forecasting and decision making for all units, faculties and departments in 2015/16. Since that time, Enhanced Planning Tools (EPT) have been an important part of UVic's planning processes. Externally, EPT data also provide vital evidence for the university's external accountability to the Ministry on academic programs.

After three years, EPT is getting a refresh to better align the reporting with UVic's Strategic Framework, make it easier to use, and address the current environment and priorities.

Project information and updates are shared on <https://www.uvic.ca/enhancedplanning/>

The major purpose of a refresh is to align EPT reporting with the Strategic Framework. In a refreshed format, there's an opportunity for EPT to support the implementation of all six pillars of the Strategic Framework as a central reporting tool for university priorities.

A refreshed EPT can also be used more comprehensively for Academic Program Reviews (APR) to make it easier for departments to develop the required self-study document and report out on the implementation of the assessors' recommendations. This is consistent with recommendations from the Ministry of Advanced Education and Skills Training in the 2018 Quality Assurance Program Audit of UVic's APR processes. There was strong support from the Ministry auditors to use EPT data as the core of the APR self-study prepared by academic units under review. The new requirement for three- and five-year milestone reports on the implementation of APR recommendations creates another opportunity for a refreshed EPT to serve this purpose.

Recent feedback from Chairs, Directors, Deans, and others makes it clear that EPT is not working as well as it could in its current form. It was designed and implemented in a different environment. While significant time is spent filling out EPT reports, the benefits from doing so could be clearer and there is a desire for greater simplification, where possible. There have been challenges identified with information flow. A number of questions are no longer well aligned with strategic or operational priorities and there is a desire for more differentiation to better serve the wide range of units and portfolios on campus. We've also heard that it is difficult to create reports and retrieve information across reports. So there are several areas for potential consideration based on the feedback received so far.

As part of the EPT Refresh process, consultations being held over fall 2019 will lead to a set of recommendations for revision in December. The EPT Refresh Working Group (membership listed on EPT Refresh site, link below) will refine and prepare recommendations for implementation in spring 2020. The scope of recommendations may result in a multi-phase implementation plan.

Enclosures/Links

- EPT Refresh, <https://www.uvic.ca/enhancedplanning/>
- UVIC Strategic Framework, <https://www.uvic.ca/strategicframework/index.php>
- Current EPT questions,
<https://www.uvic.ca/enhancedplanning/home/measures/index.php>



memo

Date: Oct. 25, 2019

To: Members of Senate

From: Dr. Valerie Kuehne, Vice-President Academic and Provost

A handwritten signature in blue ink, reading "Valerie Kuehne".

CC: Jamie Cassels, QC, President and Vice-Chancellor

Re: **Rescinding Policy GV0700 – Procedures for the Appointment of Chairs of Departments or Divisions**

Background:

Through collective bargaining, UVic and the University of Victoria Faculty Association (“the parties”) negotiated changes to the procedure for the appointment of chairs of departments and directors of schools, formerly addressed in Procedures for the Appointment of Chairs of Departments or Divisions (Policy GV0700). This policy was last revised in 1978 and overdue for review.

Chairs of Departments and Directors of Schools are members of the Faculty Association which has the right and obligation to negotiate terms and conditions of employment of its members under the authority of the BC Labour Relations Act.

The parties agreed to incorporate relevant content from policy GV0700 into the new Collective Agreement, which was ratified by members and the Board of Governors on June 28, 2019. Since the remaining content of GV0700 is outdated and redundant, Senate is asked to approve the rescinding of the policy.

Consultation:

Starting in 2016, the AVP Faculty Relations and Academic Administration consulted with a number of stakeholders, including the Provost, Deans, Chairs and Directors and the Faculty Association on needed changes to GV0700. Gaps and issues were identified by the Faculty Relations office based on questions received. With this information in mind, the attached document was negotiated as part of the collective bargaining by the parties, subject to ratification. In advance of ratification, faculty were made aware of the proposed changes through the Faculty Association.





Prior to requesting the rescinding of this policy, relevant content from the policy was incorporated into the new Collective Agreement. The following units and individuals were consulted:

- AVP Academic Planning;
- AVP Faculty Relations & Academic Administration;
- Deans' Council;
- University Secretary; and
- VP Academic and Provost.

All those consulted had no concerns with rescinding the policy.

Next Steps:

If Senate approves rescinding this policy, then it will be presented to the Board of Governors at their November meeting. If the Board agrees, then the policy will be rescinded.

Motion:

THAT Senate approve, and recommend to the Board of Governors that the Board also approve, the rescinding of Policy GV0700 Appointment of Chairs of Departments or Divisions, effective immediately.

Attachments:

- A. Policy GV0700 – Procedures for the Appointment of Chairs of Departments or Divisions
- B. Chairs and Directors Article (unofficial), Collective Agreement for Faculty and Librarians





**PROCEDURES FOR THE
APPOINTMENT OF CHAIRS OF
DEPARTMENTS OR DIVISIONS**

University Policy No.: GV0700
Classification: Governance
Approving Authority: Board of Governors
Effective Date: June/76
Supersedes:
Last Editorial Change:
Mandated Review:

1. COMPOSITION OF THE SEARCH COMMITTEE

- 1.1 In a Department or Division which has ten or more graduate students enrolled in its graduate programme, the Search Committee shall be composed as follows:

FOUR faculty members elected from and by the Department or Division;

ONE graduate student enrolled in the graduate programme of the Department or Division elected by and from the graduate students enrolled in the graduate programme of the Department or Division;

ONE undergraduate student selected by the University of Victoria Students Society from among those students registered in the last two years of undergraduate programmes in the Department or Division;

TWO faculty members from other disciplines appointed by the Dean after consultation with the four faculty members elected by the Department or Division;

THE DEAN or Associate Dean of the Faculty as Chair.

The Department or Division may, with the agreement of the Dean, expand the composition of the Committee by the addition of representatives of other groups.

- 1.2 In a Department or Division which has fewer than ten graduate students enrolled in its graduate programme, the Search Committee shall be composed as follows:

THREE faculty members elected from and by the Department or Division concerned;

ONE undergraduate student selected by the University of Victoria Students Society from among those students registered in the last two years of undergraduate programmes in the Department or Division;

TWO faculty members from other disciplines appointed by the Dean after consultation with the three faculty members elected by the Department or Division.

THE DEAN or Associate Dean of the Faculty as Chair.

The Department or Division may, with the agreement of the Dean, expand the composition of the Committee by the addition of representatives of other groups.

2. PROCEDURES OF THE SEARCH COMMITTEE

- 2.1 The Committee shall acquaint itself with the nature of the position and establish the criteria on which the candidates shall be judged.
 - 2.2 The Committee shall recommend to the Dean on whether or not the Committee should first seek internal candidates and shall inform the Department or Division of the Dean's decision.
 - 2.3 The Committee shall invite members of the Department or Division to suggest possible candidates and, if it should be decided by the Dean to consider external candidates, the Committee will advertise the position.
 - 2.4 The Committee shall not give any substantive consideration to the suitability of any person for the position unless the Committee shall have received clear evidence that the person has agreed to be considered as a candidate by the Committee.
 - 2.5 The Committee shall gather relevant information about the candidates and shall select and interview the stronger candidates, and arrange for these candidates to meet with members of the Department or Division.
 - 2.6 The Committee shall determine by secret ballot the acceptability of its choice to the regular faculty members of the Department or Division. The minimum number of votes that must be cast in favour of a candidate to be deemed acceptable to the Department or Division shall be suggested by the Committee and shall be approved by the Department or Division prior to the consideration of any candidates by the Committee. Before the ballot the Committee shall make available a copy of the candidate's curriculum vitae to the faculty members of the Department or Division.
 - 2.7 If the Committee's final choice is voted acceptable to the Department, the candidate will be recommended to the President. If the Committee's final choice is not voted acceptable to the Department or Division, then that candidate will not be recommended to the President.
-

Note to Users: This excerpt from the Collective Agreement for Faculty and Librarians is in unofficial form and remains subject to editing. It is provided for the consideration of Senate Members and is not to be distributed further or used for any other purpose.

Part 12: Chairs and Directors

54. Chairs and Directors

54.1 This Article applies to Chairs of Departments (Directors of Schools), including Acting Chairs within departmentalized Faculties.

Composition of the Chair Search Committee

54.2 At least six months in advance of a Chair position becoming vacant or immediately when a Chair term ends unexpectedly, the Dean will constitute a Chair Search Committee from within the Department in accordance with the departmental policy identifying the composition of the Chair Search Committee. The policy shall be completed within six months of the ratification of this Agreement and approved by the Dean.

54.2.1 The Committee will include at least three Faculty Members and one staff member from the Department;

54.2.1.1 The Committee may include one additional Member from another Department;
and

54.2.1.2 the Committee may include such additional members, including student, staff or community members, that the Department deems necessary, attending particularly to equity and disciplinary diversity of the committee.

54.2.1.3 The Dean or an Associate Dean of the Faculty shall be the Committee Chair.

54.2.1.4 Committee members must immediately declare to the Committee Chair any Conflict of Interest or potential for bias or apprehension of bias that arises, pursuant to Article 49 *Conflict of Interest and Reasonable Apprehension of Bias*.

Role of the Committee

54.3 The Committee shall comply with s. 32.2 h) and i) and s. 32.3 e), f) and g) in its selection of a Chair.

54.3.1 The Committee will describe the qualifications and job criteria of the Chair in detail, after consulting with members of the Department, including staff. The qualifications and criteria shall be consistent with this Article.

54.3.2 The Committee shall advise the Dean if they recommend an external search. Any external search is subject to approval of the Dean and the Vice-President Academic and Provost. In the event of an external search, the Committee shall develop the qualifications and criteria in 54.3.1 and post the advertisement in accordance with University practice.

54.3.3 As appropriate to the nature of the search, the Committee shall:

- a) determine its process in advance, including how short lists will be formulated, the elements of a site visit, and the methods of assessment and selection;
- b) communicate the process to the Department and keep them advised of progress;
- c) keep minutes of its decisions and actions;
- d) seek the names of candidates from within the Department;
- e) confirm the willingness of candidates to serve;
- f) solicit and receive applications;
- g) interview short-listed candidates;
- h) arrange for members of the Department to give feedback on short-listed candidates;
- i) determine the most suitable candidate based on the qualifications, criteria and ability to successfully undertake the duties described in this Article; and
- j) recommend the most suitable candidate to the Department.

54.4 All decisions of the Committee will be made by a simple majority vote which will be held by secret ballot. No abstentions, proxies or electronic votes (unless by in-person synchronous remote communication) are allowed on any vote of the Committee. Committee members must be present at the Committee's interviews of all the candidates to be entitled to participate in the Committee's vote to recommend a candidate. Quorum for any meeting resulting in a recommendation or decision will be 75% of those entitled to vote. The Committee Chair is non-voting but will cast the deciding vote in the case of a tie.

54.5 Where an external candidate is recommended by the Selection Committee, the Department appointment committee must be in support of the appointment and must recommend rank under the Department's process for hiring new faculty.

54.5.1 The candidate selected by the Chair Search Committee must be ratified by 60% of votes cast by eligible Members in the Department. All eligible Members must vote, except for those on approved leave. Votes not cast by those required to vote will be counted as in support of ratification.

54.5.1.1 The ratification process will be conducted by secret ballot following procedures in place within the Faculty in which the Department is located.

54.6 Where 60% of votes are counted as in support of ratification of the candidate, the candidate shall be recommended to the Dean and to the Vice-President Academic and Provost for approval. Where the recommendation is made, the recommendation report will include the Committee's reasons for recommendation, whether the ratification vote was in support of ratification of the candidate or not, and, in the case of an external candidate, the recommendation of the Department appointments committee.

Qualifications

54.7 An internal candidate for the position of Chair must hold a Tenured faculty Research Stream appointment at the University and have an established record of scholarly achievement;

54.7.1 Notwithstanding 54.7, in exceptional circumstances, the Department may recommend a

Member who has a Tenured Teaching Stream appointment, to serve as Acting Chair, Associate Chair or as Chair for up to three years, provided that mechanisms are put in place to ensure proper administration of evaluative duties.

- 54.8 An external candidate for the position of Chair must be eligible to hold a Tenured faculty Research Stream appointment at the University and have an established record of scholarly achievement;
- 54.9 In a professional program, the Chair may be expected to hold the appropriate professional qualifications and be able to maintain the professional standing, regulatory approval and/or accreditation of the program; and
- 54.10 The Chair should have the ability to maintain the confidence and cooperation of the Department and to provide leadership in the pursuit of Teaching and Research excellence; to promote equity, diversity and inclusion; to uphold and foster collegial governance with the Department, the Dean's Office, and other administrative units of the University; to advocate for and support Members, staff and students in their work; and to effectively and efficiently manage the Department's administrative affairs, exercising good judgment in decision-making. The Chair should have high level interpersonal skills, good judgment, be consultative and collegial, and have a proven record of success as a leader.

Duties of the Chair

- 54.11 The Chair reports to the Dean of the Faculty.
- 54.12 The Chair may delegate some duties to committees established in the Department or to another Faculty Member with administrative responsibilities, but the Chair remains responsible for the delegated work.
- 54.13 The Chair has a special responsibility to exercise leadership in collegial governance within the Department. This includes the duty to:
- a) foster practices of openness and transparency in Departmental governance;
 - b) uphold and promote employment equity policy and goals within the Department; and
 - c) address professional conflicts and Conflict of Interest in a timely fashion as they arise.
- 54.14 The Chair has primary responsibility to provide academic, operational and administrative leadership to the Department, in particular the encouragement of excellence in Teaching, Research and Scholarly Activity and Service within the Department. This includes the duty to:
- a) advance the interests of the Department in accordance with the goals of the Faculty and the University including through service on committees, participation in formal and informal consultations and projects, liaison with a wide range of units, including both academic and administrative, providing advice to the Dean of the Faculty and to the Dean of the Faculty of Graduate Studies and supporting connections with external organizations appropriate to the discipline;
 - b) encourage and support Members within the Department in their pursuit of excellence in Teaching and Research, and foster a climate that celebrates accomplishments and promotes an equitable and collegial environment;
 - c) lead and implement academic and resource planning to increase and sustain quality in Teaching

and Research within the Department;

- d) lead the overall development and advancement of the academic program and manage its delivery, which includes developing staffing plans, managing the budget and financial operations of the Department, allocating academic resources within the Department and, when appropriate, working to develop the necessary resources from internal and external sources;
- e) exercise leadership in promoting and implementing employment equity, diversity and inclusion policy and goals within the Department including, but not limited to, enabling Members to engage fully in Academic Responsibilities and collegial process by addressing areas of marginalization and making best efforts to schedule classes and department meetings at times that are considerate of Members affected by standard childcare pickup/drop off times;
- f) oversee the proper discharge of administrative duties within the Department including, but not limited to, the advising of students, development of student programs, and compliance with University policies, applicable legislation and regulations, and health and safety standards;
- g) manage the appointment, professional development, performance and recognition of staff within the Department;
- h) provide supervision, advice, guidance and mentoring to Faculty Members, and academic and professional staff within the Department;
- i) conduct reviews of Faculty Member performance as required by this Agreement and provide guidance to Faculty Members in their efforts to attain standards required for Reappointment, Continuing Appointment, Promotion or Tenure;
- j) recommend to the Dean compensation increases and the granting of all forms of leave or other entitlements under this Agreement for Members in the Department;
- k) advise the Dean of compensation anomalies as they arise and recommend appropriate redress for such anomalies;
- l) participate, as a member of the University's leadership team, and an advocate and representative of their Unit, in developing and forwarding the strategic initiatives of the University;
- m) foster a culture of responsiveness to students which will include celebrating accomplishments, providing advice and guidance on issues that impact students' academic participation, investigating complaints, and hearing appeals;
- n) apply and fulfill the requirements of relevant collective agreements in an equitable manner, consulting appropriately in their interpretation and application, and participating fully in their implementation;
- o) apply the Standard for the Unit in a fair and equitable manner and oversee its review and amendment from time to time as required by this Agreement or as needed to enable the Department to meet its academic objectives and mandate;
- p) apply the standards, policies and procedures of the Faculty, the Faculty of Graduate Studies, and the University in a fair and consistent manner;

- q) participate in training, as required, to understand obligations under the law, University policy and relevant collective agreements, or to understand best practice in relation to matters pertaining to their role;
- r) consult, as appropriate, with Faculty Members, staff and students within the Department so as to formulate departmental policy and reach decisions that foster respect, civility and cooperation across the University community;
- s) act as chair of meetings of the Department;
- t) act as chair of the Appointment Reappointment, Promotion and Tenure (ARPT) Committee(s) of the Department, undertaking duties and ensuring its function in accordance with this Agreement and best practice and encouraging application of equity, diversity and inclusion principles;
- u) in consultation with the Dean, manage the space allocation within the Department;
- v) facilitate, at the direction of the Dean, and in consultation with the Dean of the Faculty of Graduate Studies, where appropriate, periodic internal and external reviews of the Department, including reviews of professional programs required for accreditation purposes;
- w) advise the Dean and the Dean of the Faculty of Graduate Studies on any other matters to further promote the objectives of the Department, the Faculty and the Faculty of Graduate Studies, and the University overall.

Term of Appointment and Reappointment

54.15 The appointment of a Member as Chair or Associate Chair of a Department will normally be for a period of three or five years.

54.15.1 A Chair or Associate Chair may be re-appointed to additional terms to a maximum of ten consecutive years (excluding administrative leaves).

Review and Reappointment

54.16 In advance of the end of the Chair's term, the Dean will solicit feedback from members of the Department on the needs of the Department with regard to the next Chair term.

54.16.1 The feedback will be anonymized and summarized and shared with the Chair and the Department.

54.17 The Chair will then declare formally whether or not they wish to stand for an additional term.

54.17.1 An incumbent Chair who notifies the Dean of their interest in standing for an additional term may do so without a Chair Search Committee being constituted.

54.18 Where the current incumbent has indicated interest in an additional term, the Dean will also solicit feedback on the performance of the Chair.

54.18.1 The feedback will be anonymized and summarized and shared with the Chair and the Department.

54.19 The incumbent Chair shall complete and provide a self-assessment to the Dean and shall make a public presentation, paying particular attention to responding to the feedback received in s.

54.16.1 and s. 54.18.1.

54.20 An incumbent Chair standing for reappointment must be ratified and recommended in accordance with s.54.5.1 and s. 54.6.

Termination of Chair Appointment

54.19 The term of a Chair appointment may be ended by the expiry of the appointment without renewal, the resignation of the Chair, or by termination of the appointment as Chair in accordance with the following provisions.

54.20 Should the Dean have, or become aware of, concerns with the Chair's performance in the Chair role or a disciplinary matter that would impair the ability of the Chair to continue in their role, the Dean shall bring these concerns to the attention of the Chair, and give sufficient opportunity for the Chair to respond. If the Dean considers the response to be inadequate to facilitate the proper function of the Chair role, the Dean shall seek the feedback of the Department members on the performance of the Chair.

54.21 The Dean shall summarize the concerns, the Chair's response, the feedback of the Department members and the Dean's recommendation in a report, which shall be sent to the Vice-President Academic and Provost, with a copy to the Chair. The Chair may request a meeting with the Vice-President Academic and Provost within 5 Working days of receiving the report for the purpose of making submissions. If the Vice-President Academic and Provost, upon review of the report and consideration of any submissions of the Chair, recommends termination of the Chair appointment, the Vice-President Academic and Provost shall make a recommendation to the President. The Vice-President Academic and Provost may also advise the Dean regarding conditions under which the Chair appointment can continue. A copy of the recommendation or advice shall be provided to the Chair and to the Dean.

54.22 The President shall determine whether or not to accept the recommendation of the Vice-President Academic and Provost to terminate the Chair appointment. The decision shall be in writing, with reasons and shall be provided to the Chair, the Dean and to the Vice-President Academic and Provost.

54.23 Termination of an administrative appointment does not, in itself, terminate any underlying base faculty or Librarian appointment.

Associate Chair

54.24 A Department may apply to the Dean for approval for an Associate Chair position by outlining the need for the position, the responsibilities of the position, the proposed terms and duration of the appointment and the funding arrangements for any proposed stipend or course release.

54.24.1 Where the approved appointment is for more than six months, an Associate Chair will be appointed following the procedures for appointment of a Chair in this Article.

54.24.2 Sections 54.19 to 54.23 shall apply to an Associate Chair.

Stipend

54.25 The annual stipend for a Chair shall be provided in accordance with University policy and may be supplemented with, or substituted with Teaching release and/or a Research allowance, upon

recommendation of the Dean and approval of the Vice-President Academic and Provost.

54.25.1 An Acting Chair is eligible for a stipend if they are serving six months or longer.

Evaluation of Chairs

54.26 A Chair shall be given an Alternative Workload, under the provisions of Article 13 *Standards and Workload*, to reflect the proportion of Service required to undertake the duties of Chair, and to inform any evaluation of Academic Responsibilities.

54.27 In the performance evaluation process under Article 50 *Salary*, the Research and Teaching components of a Chair's Academic Responsibilities are evaluated by the Dean in relation to the Chair's peers in the Department. The Service component is evaluated in relation to the other Chairs and Directors in the Faculty.

Appointment of an Acting Chair

54.28 A Chair, in consultation with the Dean, may designate a Faculty Member holding a Regular Academic Appointment in the Unit to act on their behalf when the Chair is away from campus and is unable to undertake the duties of Chair. Such a designation may only be for a period of no more than one month. In the event that the Chair will be away for longer than one month, but no more than six months, the Chair must consult with members of the Department and the Dean must approve the appointment. Where the Chair will be away for more than six months, but has not stepped down from the position, an Acting Chair will be appointed under s. 54.29 and will be granted an Alternative Workload arrangement.

54.29 If the appointment of an Acting Chair is to fill a vacant Chair position for more than six months, the Dean will consult with the members of the Department and will recommend a Tenured Faculty Member with qualifications as per s. 54.7 – s. 54.10. The recommended candidate must be ratified in accordance with s. 54.5.1 before the appointment is approved by the Dean and Vice-President Academic and Provost under s. 54.6.

54.30 If the appointment of an Acting Chair is to fill a vacant Chair position for more than eighteen months, the procedures will be the same as those used for the appointment of a Chair from internal candidates.