The next open meeting of the Senate of the University of Victoria is scheduled for Friday, April 9, 2021 at 3:30 p.m. via Zoom.

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

1.   **APPROVAL OF THE AGENDA**   ACTION

2.   **MINUTES**   ACTION

   a.   March 5, 2021 **(SEN-APR 9/21-1)**

   Motion: That the minutes of the open session of the meeting of the Senate held on March 5, 2021 be approved and that the approved minutes be circulated in the usual way.

3.   **BUSINESS ARISING FROM THE MINUTES**

4.   **REMARKS FROM THE CHAIR**

   a.   President's Report   INFORMATION

5.   **CORRESPONDENCE**

6.   **PROPOSALS AND REPORTS FROM SENATE COMMITTEES**

   a.   Senate Committee on Academic Standards - Dr. Neil Burford, Chair

      i.   New Academic Calendar Entries in Humanities, Science and   ACTION
           Social Sciences on Double Counting Courses and Laddering
           Credentials **(SEN-APR 9/21-2)**

      Motion: That Senate approve the attached proposed Humanities, Science and Social Sciences regulations on Double Counting Courses and Laddering Credentials to the Undergraduate Academic Calendar effective September 2021.

ii.	Grading Revisions to the Graduate Academic Calendar **ACTION**
	(SEN-APR 9/21-3)

	Motion: That Senate approve the attached proposed grading
	revisions to the Graduate Academic Calendar effective September
	2021.

b.	Senate Committee on Agenda and Governance – Dr. Kevin Hall, Chair

	i.	Appointments to the *ad hoc* Joint Senate Board Committee **ACTION**
		to consider the recommendations of the Presidential Appointment
		Committee **(SEN-APR 9/21-4)**

		Motion: That Senate approve the appointments of Aaron Devor,
		Faculty of Social Sciences, and Lynne Marks, Faculty of
		Humanities, to the *ad hoc* Joint Senate Board Committee to
		consider the recommendations of the Presidential Appointment
		Committee.

c.	Senate Committee on Awards – Dr. Charlotte Schaillié, Chair

	i.	New and Revised Awards **(SEN-APR 9/21-5)** **ACTION**

		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:

		- Hugh and Lilian Salmond Engineering Scholarship* (Revised)
		- M. Beverley Vaio Law Scholarship in Education* (Revised)
		- Howard and Linda Petch Scholarship* (Revised)
		- Dr. B. Barbara Adams Scholarship* (Revised)
		- Vikes Men's Rugby Award* (New)
		- Horning Memorial Scholarship in Music* (Revised)
		- Dr. and Mrs. W. Clarke Horning Memorial Prize in Music* (Revised)
		- Marilyn (Leslie) Kan & John YH Kan Award for Indigenous Students* (New)
		- Scotiabank Scholarship for Law Students (Revised)
		- Dr. Charlotte Loppie Award (Revised)
		- HSBC Bank Canada Indigenous Award* (Revised)
		- David Ravenhill Men's Soccer Award* (New)
		- Mackenzie Rigg Men's Soccer Award* (New)
		- Moreno Stefani Men's Soccer Award* (New)
		- Peter Fast Men's Soccer Award* (New)
		- mistermerv Graduate Scholarship in Writing (New)
		- Salish Sea Hub Graduate Scholarship (New)
		- Emma Machado Memorial Scholarship* (Revised)

- Motion Picture Technicians Union Local 891 Bursary (Revised)
- Betty Moyls Memorial Award (New)
- Boehm Family Scholarship for Excellence in Science* (Revised)
- Vikes International Athlete Award (New)

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    d.   Senate Committee on Planning - Dr. Robin Hicks, Chair

       i. Proposed changes to the Master of Science in Health Information Science **(SEN-APR 9/21-6)**   **ACTION**

Motion: That Senate approve the proposed changes to the Master of Science in Health Information Science, as described in the document "Master of Health Informatics/change to program requirements".

      ii. Proposed name change for the Faculty of Engineering **(SEN-APR 9/21-7)**   **ACTION**

Motion: That Senate approve, and recommend to the Board of Governors that it also approve, the proposed name change to the Faculty of Engineering and Computer Science, as described in the document "Change of the name of a faculty".

7. PROPOSALS AND REPORTS FROM FACULTIES

    a.   Faculty of Law

       i. Removing Law Faculty Exemption for Fall Reading Break **(SEN-APR 9/21-8)**   **ACTION**

Motion: That Senate approve the removal of the Faculty of Law's exemption to the scheduling of the university's Fall reading break effective for Fall 2021.

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

9. OTHER BUSINESS

10. ADJOURNMENT

University of Victoria

Meeting of Senate
March 5, 2021

MINUTES

A meeting of the Senate of the University of Victoria was held on March 5, 2021 at 3:30 p.m. via Zoom.

1. **APPROVAL OF THE AGENDA**

   Motion: (M. Garcia-Barrera/M. Laidlaw)
   That the agenda be approved as circulated.

   CARRIED

2. **MINUTES**

   a. **February 5, 2021**

      Motion: (J. Aragon/J. Bruton)
      That the minutes of the open session of the meeting of the Senate held on
      February 5, 2021 be approved and that the approved minutes be circulated
      in the usual way.

      CARRIED

3. **BUSINESS ARISING FROM THE MINUTES**

There was none.

4. **REMARKS FROM THE CHAIR**

   a. **President's Report**

Kevin Hall welcomed Robina Thomas as the new Associate Vice-President Indigenous for the University of Victoria.

He updated Senate on the Listening Tour's progress, covering topics such as Equity, Diversity and Inclusion, and the need for clarity regarding the university's response to the pandemic. Two more meetings are scheduled with the faculties as well as upcoming town halls with graduate and undergraduate students. The president also participated in his first Reddit AMA session. These listening tours will be a highlight in preparing a 100-day report for the campus community.

In terms of a COVID-19 update, the vaccine roll-out has begun. The university will support the return to campus this September. The provincial public health office is working with the post-secondary sector on new guidelines. The parameters will be used to update scenario planning for fall. Dr. Hall recognized it had been nearly one year since the pandemic began to affect our campus. The pivot to online learning and teaching, disruption to international travel and research, and remote working environments have been challenging. Dr. Hall congratulated the university for their fantastic response but reminded the Senate that there is still a 6-8 month road ahead as things continue to evolve.

Dr. Hall provided an update to the September 2019 Bamfield accident in that 42 of the 43 recommendations from the external review will be completed by the summer. The last outstanding recommendation will be the return trip to Bamfield for the students once COVID restrictions allow the trip to occur. He noted that while the report made recommendations specific to the Bamfield field trips, the university implemented the recommendations broadly across all the university's field schools.

The United Nations Institute for Training and Research (UNITAR) centre is underway with an international CIFAL training centre to be established at UVic. Dr. Hall noted 20 international centres globally, with York University being the only other Canadian centre. In a relationship between UVic and the United Nations, the centre will focus on sustainable development goals.

Regarding government and partner institutions, Dr. Hall reported a busy month meeting provincial ministers, the Premier, and some of the national granting agency presidents. He also noted that the WestShore development conversations regarding micro-credentials for upscaling and re-education continued with more information to follow.

Dr. Hall extended his congratulations to Aaron Devor, who has been reappointed as Chair in Transgender Studies. John Borrows, CRC in Indigenous Law and co-founder of the JID/JD program, received the Canadian Bar Association President's Award. Dr. Hall also recognized Women in Science Day on February 11 and the university's various media posts on UVic's women in STEM and their phenomenal research.

Finally, Dr. Hall noted that on February 24th, UVic held a conversation on Indigenous approaches to climate solutions, sustainability, and well-being with a panel of Indigenous knowledge holders. He reported that the discussion was well attended with 634 participants and is available for viewing online.

A Senate member asked if there was data to support the safe return to campus without a second vaccine. Dr. Hall replied that he would take the direction from the provincial public health office's expertise in this matter.

b. Presentation on the New Strategic Research and Creative Works Plan

Lisa Kalynchuk presented the new strategic research and creative works plan. She outlined the process plan and consultation approach undertaken in its development. Dr. Kalynchuk shared the draft aspirations and asked Senators for feedback on the proposed 2030 timeline and if there were any other suggestions for the strategy.

One member noted the use of the term "support" and mentioned the need for action. Dr. Kalynchuk agreed.

5. CORRESPONDENCE

There was none.

6. **PROPOSALS AND REPORTS FROM SENATE COMMITTEES**

    a. **Senate Committee on Agenda and Governance**

        i. **Revisions to the Terms of Reference for the Senate Committee on Planning**

Ada Saab noted the minor revisions to the Senate Committee on Planning terms of reference. There were no questions.

> Motion: (J. Martin/M. Garcia-Barrera)
> That Senate approve the revisions to the Terms of Reference for the
> Senate Committee on Planning.
>
> **CARRIED**

        ii. **Report on Review of Presidential Appointment Procedures and Process**

Carrie Andersen outlined the recommendations and noted the call for a member to serve on the joint committee to review the presidential appointment procedure and process.

In response to questions, Ms. Andersen clarified wording and representation on the appointment committee.

    b. **Senate Committee on Awards**

        i. **Recommendation to Extend Travel Award Strategy**

Charlotte Schallié introduced the proposal to extend the travel award strategy. There were no questions.

> Motion: (B. Smith/R. Hancock)
> That Senate approve a proposal to extend the travel award strategy
> initiated on May 14, 2020 for the 2021/22 academic year.
>
> **CARRIED**

        ii. **New and Revised Awards**

Dr. Schallié introduced the new and revised awards. There were no questions.

> Motion: (B. Smith/M. Garcia-Barrera)
> 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:
>
> - Faculty of Education Emergency Bursary (Revised)
> - William and Gladys Partridge Award in Child Care* (Revised)
> - National Entrance Scholarship* (Revised)
> - Dr. Marion Porath Memorial Graduate Scholarship in Voice (New)
> - Jeffrey Rubinoff Scholar in Art as a Source of Knowledge Scholarship*
>   (Revised)

- Cora Arenas and Carol Artemiw Award for Second Year Women in Engineering (New)
- A. Hugh Salmond Memorial Scholarship in Elementary Science Education (Revised)
- Mrs. Matilda M. Schill Scholarship* (Revised)
- Hugh and Lilian Salmond Scholarship in Secondary Education* (Revised)
- A. Hugh Salmond Memorial Scholarship in Secondary Science Education* (Revised)
- John Boom Graduate Scholarship* (Revised)
- Jeremy and Carolyn Webber Award in Law (New)
- Joseph Arvay Social Justice Award (New)

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CARRIED

c. **Senate Committee on Learning and Teaching**

   i. **Recommendations for Revisions to the Course Experience Survey**

Michael McGuire presented the recommendations for revision to the Course Experience Survey (CES). He outlined the purview of the Senate on this issue and the focus of the committee's work.

A member thanked the committee for their work and asked for one additional step to ensure that the committee's proposed instrument has undergone consultation across the campus. Dr. McGuire noted that the committee carefully considered the issues with CES and that any concerns regarding the evaluation of teaching were a separate issue outside of Senate's purview. Laurene Sheilds, Executive Director, Learning and Teaching Support and Innovation (LTSI), added that the sub-committee undertook the feedback from a range of areas and issues, including the importance of the students' voice.

Another member stated the University of Toronto had aligned their instrument with their learning outcomes many years previously and asked if this instrument's adoption was using current research. Dr. Sheilds responded that the LTSI conducted a full literature review of quality teaching and learning excellence in 2018.

One Senate member worried that it was not possible to measure teaching effectiveness through student surveys and asked if the University of Toronto's instrument will significantly reduce or eliminate student bias. Dr. Sheilds replied that the CES instrument is not focused on how it is used but on the tool itself. She noted that the question bank proposed was a significant improvement in relation to bias. It focused directly on the student learning experience and did not centre on attribute-type questions as in the current UVic CES.

A member stated that they felt the recommendations did not have robust enough consultation with faculty. As a result, a motion was put to table the motions from the committee. This member also asked that the vote be conducted via secret ballot.

Motion: (L. Marks/V. Wyatt)
That Senate approve to conduct a secret ballot to table the motions related
to the revisions to the Course Experience Survey effective September 2021.

CARRIED

Various members stated that there would be no harm in further consultation with faculty members.

One member noted that if these motions were tabled, the current CES would be in use.

A Senate member asked that the two motions be separated so that the proposed revisions to the CES's timing were considered independently from the revision to the questions.

Motion: (Y. Kandil/D. Cloutier)
That Senate approve the revision of the timing of the Course Experience
Survey effective September 2021.

CARRIED

Motion: (J. Aragon/J. Clarke)
That Senate approve the revisions to the Course Experience Survey
questions effective September 2021.

TABLED

d.   **Senate Committee on Planning**

   i.   **Proposal to disestablish approved Centre Status of the Centre for Biomedical Research**

Robin Hicks introduced the proposal. There were no questions.

Motion: (M. Laidlaw/J. Bruton)
That Senate approve the proposal to disestablish approved Centre Status
of the Centre for Biomedical Research, as described in the document
"Centre for Biomedical Research Disestablishment".

CARRIED

   ii.   **Proposal to add a new stream in MMusic Performance – Conducting in the existing School of Music**

Dr. Hicks introduced the proposal. There were no questions.

Motion: (J. Bruton/J. Colby)
That Senate approve, and recommend to the Board of Governors that is
also approve, the proposal to add a new stream in MMusic Performance –
Conducting in the existing School of Music.

CARRIED

iii. **Proposal to discontinue the Master of Arts in Hispanic Studies in the Faculty of Humanities**

Dr. Hicks introduced the proposal. There were no questions.

> Motion: (J. Colby/A. D'Arcy)
> That Senate approve, and recommend to the Board of Governors that it also approve, the proposal to discontinue the Master of Arts in Hispanic Studies in the Faculty of Humanities.

CARRIED

iv. **Proposal to discontinue the Master of Arts in Hispanic Studies and Italian Studies in the Faculty of Humanities**

Dr. Hicks introduced the proposal, noting an amendment to the wording of the motion. There were no questions.

> Motion: (A. Lepp/A. D'Arcy)
> That Senate approve, and recommend to the Board of Governors that it also approve, the proposal to discontinue the Master of Arts in Hispanic and Italian Studies in the Faculty of Humanities.

CARRIED

v. **Proposal to discontinue the Humanities/Continuing Studies diploma program in the Faculty of Humanities**

Dr. Hicks introduced the proposal. There were no questions.

> Motion: (C. Rose-Redwood/M. Laidlaw)
> That Senate approve, and recommend to the Board of Governors that is also approve, the proposal to discontinue the Humanities/Continuing Studies diploma program in the Faculty of Humanities, as described in the document "Discontinuance of the Humanities/Continuing Studies Diploma Program".

CARRIED

vi. **Proposed changes to the Diploma in Indigenous Community Development and Governance Program**

Dr. Hicks introduced the proposal. There were no questions.

> Motion: (R. Hancock/S. Breau)
> That Senate approve the proposed changes to the Diploma in Indigenous Community Development and Governance Program, as described in the document "Diploma in Indigenous Community Development and Governance Cycle 2 for Sept. 2021".

CARRIED

vii. **Proposal to discontinue the business option in all undergraduate programs in the Department of Economics**

Dr. Hicks introduced the proposal. There were no questions.

Motion: (R. St. Clair/G. Voss)
That Senate approve, and recommend to the Board of Governors that it also approve, to discontinue the business option in all undergraduate programs in the Department of Economics, as described in the document "Discontinuance of Business Option".

CARRIED

7. **PROPOSALS AND REPORTS FROM FACULTIES**

There was none.

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

There was none.

9. **OTHER BUSINESS**

a. **2020 Policy Annual Report**

Ms. Andersen introduced the annual report which outlined the university policy activity and accomplishments. She highlighted the policies undertaken to remove gendered language. There were no questions.

There being no other business the meeting was adjourned at 5:23 p.m.

Name	In Attendance	Regrets		
Alexander, David			Convocation Senator	Elected by the convocation
Andersen, Carrie	☒		University Secretary	Secretary of Senate
Aragon, Janni	☒		Faculty of Social Sciences	Elected by the faculty members
Beaveridge, Chandra		☒	Convocation Senator	Elected by the convocation
Bengtson, Jonathan	☒		University Librarian	Ex officio
Berge, Brittany	☒		Student Senator	Elected from the student societies
Bhiladvala, Rustom	☒		Faculty of Engineering	Elected by the faculty members
Breau, Susan	☒		Dean, Faculty of Law	Ex officio
Bruton, Jeffrey	☒		Student Senator	Elected from the student societies
Burford, Neil	☒		Faculty of Science	Elected by the Faculty
Butler-Palmer, Carolyn	☒		Faculty of Fine Arts	Elected by the Faculty
Campbell, Erin	☒		Faculty of Fine Arts	Elected by the faculty members
Clarke, Jo-Anne	☒		Dean, Division of Continuing Studies	Ex officio
Cloutier, Denise	☒		Faculty of Social Sciences	Elected by the Faculty
Colby, Jason	☒		Faculty of Humanities	Elected by the Faculty
Cowen, Laura	☒		Faculty of Science	Elected by the faculty members
Crabbe, Sophia	☒		Student Senator	Elected from the student societies
Cucksey, Logan	☒		Student Senator	Elected from the student societies
D'Arcy, Alexandra	☒		Faculty of Humanities	Elected by the Faculty
Devor, Aaron	☒		Faculty of Social Sciences	Elected by the faculty members
Dunsdon, Jim	☒		Associate Vice-President Student Affairs	By Invitation
Evans, Steve	☒		Acting Dean, Faculty of Graduate Studies	Ex officio
Garcia-Barrera, Mauricio	☒		Faculty of Graduate Studies	Elected by the Faculty
Giffen, Robyn	☒		Student Senator	Elected from the student societies
Gijzen, Benjamin			Student Senator	Elected from the student societies
Gillen, Mark	☒		Faculty of Law	Elected by the Faculty
Gordon, Reuven	☒		Faculty of Engineering	Elected by the faculty members
Granirer, Jonathan	☒		Student Senator	Elected from the student societies
Greengoe, Nicole	☒		Registrar	By Invitation
Hall, Kevin	☒		President and Vice-Chancellor	Chair of Senate
Hallgrimsdottir, Helga	☒		Dean, Faculty of Human and Social Development	Ex officio
Hancock, Rob	☒		Convocation Senator	Elected by the convocation
Hicks, Robin	☒		Acting Associate Vice-President Academic Planning	By Invitation
Hiser, Emily			Student Senator	Elected from the student societies
Hof, Fraser	☒		Faculty of Science	Elected by the faculty members
Humphries, Sara	☒		Faculty of Humanities	Elected by the faculty members
Hundal, Navinder	☒		Student Senator	Elected from the student societies
Hundza, Sandra	☒		Faculty of Education	Elected by the Faculty
Kalynchuk, Lisa	☒		Vice-President Research	Ex officio
Kalyniuk, Tomas	☒		Student Senator	Elected from the student societies
Kandil, Yasmine	☒		Faculty of Fine Arts	Elected by the Faculty
Klein, Saul	☒		Dean, Peter B. Gustavson School of Business	Ex officio
Koch, Matthew	☒		Continuing Sessional	Elected by the Continuing Sessionals
Kuehne, Valerie	☒		Vice-President Academic and Provost	Ex officio
Kurki, Helen	☒		Faculty of Social Sciences	Elected by the Faculty
Laidlaw, Mark	☒		Faculty of Science	Elected by the Faculty
Leacock, Brian	☒		Peter B. Gustavson School of Business	Elected by the Faculty
Lepp, Annalee	☒		Faculty of Humanities	Elected by the faculty members
Lewis, Susan	☒		Acting Vice-Provost	By Invitation
Lindgren, Allana	☒		Acting Dean, Faculty of Fine Arts	Ex officio
Loock, Peter	☒		Dean, Faculty of Science	Ex officio
Marcy, Richard	☒		Faculty of Human and Social Development	Elected by the Faculty
Marks, Lynne	☒		Faculty of Humanities	Elected by the faculty members
Martin, Joseph	☒		Student Senator	Elected from the student societies
McDonough, Graham	☒		Faculty of Education	Elected by the Faculty
McGinnis, Martha	☒		Faculty of Graduate Studies	Elected by the Faculty
Mukhopadhyaya, Phalguni	☒		Faculty of Engineering	Elected by the Faculty
Newcombe, Andrew	☒		Faculty of Law	Elected by the Faculty
Purchase, Michelle	☒		Student Senator	Elected from the student societies
Rogers, Shelagh			Chancellor	Ex officio
Rose-Redwood, CindyAnn	☒		Faculty of Social Sciences	Elected by the faculty members
Roubekas, Evan			Student Senator	Elected from the student societies
Russell, Carolyn	☒		Convocation Senator	Elected by the convocation
Saab, Ada	☒		Associate University Secretary	By Invitation
Seeman, Dean	☒		Librarian	Elected by the Professional Librarians
Shaman, Wren		☒	Student Senator	Elected from the student societies
Smith, Brock	☒		Peter B. Gustavson School of Business	Elected by the Faculty
Snizek, Suzanne			Faculty of Fine Arts	Elected by the faculty members
St. Clair, Ralf	☒		Dean, Faculty of Education	Ex officio
Strega, Susan	☒		Faculty of Human and Social Development	Elected by the Faculty
Struchtrup, Henning	☒		Faculty of Engineering	Elected by the Faculty
Voss, Graham	☒		Acting Dean, Faculty of Social Sciences	Ex officio
Watts, Juliet	☒		Student Senator	Elected from the student societies
Wild, Peter	☒		Acting Dean, Faculty of Engineering	Ex officio
Wright, Bruce			Head, Division of Medical Sciences	Additional Member
Wyatt, Victoria	☒		Faculty of Fine Arts	Elected by the faculty members

MEMBERSHIP OF THE SENATE OF THE UNIVERSITY OF VICTORIA
Effective January 1, 2021

EX OFFICIO MEMBERS - University Act: Section 35 (2) (a-f)
Chancellor: Shelagh Rogers
President and Vice-Chancellor: Kevin Hall, Chair
Vice-President Academic & Provost: Valerie Kuehne
Vice-President Research and Innovation: Lisa Kalynchuk
Dean, Peter B. Gustavson School of Business: Saul Klein, Vice-Chair
Dean of Education: Ralf St. Clair
Acting Dean of Engineering: Peter Wild
Dean of Continuing Studies: Jo-Anne Clarke
Acting Dean of Fine Arts: Allana Lindgren
Acting Dean of Graduate Studies: Steve Evans
Acting Dean of Humanities: Annalee Lepp
Dean of HSD: Helga Hallgrimsdottir
Dean of Law: Susan Breau
Dean of Science: Peter Loock
Acting Dean of Social Sciences: Graham Voss
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	(30/6/23)
	Graham McDonough	(30/6/22)
ENGR :	Phalguni Mukhopadhyaya	(30/6/22)
	Henning Struchtrup	(30/6/23)
FINE:	Carolyn Butler Palmer	(30/6/22)
	Yasmine Kandil	(30/6/21)
GRAD:	Mauricio Garcia-Barrera	(30/6/23)
	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)
LAW:	Mark Gillen	(30/6/22)
	Andrew Newcombe	(30/6/23)
SCIE:	Neil Burford	(30/6/23)
	Mark Laidlaw	(30/6/23)
SOSC:	Helen Kurki	(30/6/23)
	Denise Cloutier	(30/6/21)

MEMBERS ELECTED BY THE FACULTY MEMBERS
 - Sections 35 (2) (g)

Janni Aragon (SOSC)	(30/6/21)
Rustom Bhiladvala (ENGR)	(30/6/23)
Erin Campbell (FINE)	(30/6/23)
Laura Cowen (SCIE)	(30/6/22)
Aaron Devor (SOSC)	(30/6/23)
Reuven Gordon (ENGR)	(30/6/21)
Fraser Hof (SCIE)	(30/6/23)
Sara Humphreys (HUM)	(30/6/21)

MEMBERS ELECTED BY THE FACULTY
 MEMBERS _(continued)_

Lynne Marks (HUM)	(30/6/21)
CindyAnn Rose-Redwood (SOSC)	(30/6/22)
Suzanne Snizek (FINE)	(30/6/23)
Victoria Wyatt (FINE)	(30/6/23)

MEMBERS ELECTED FROM THE STUDENT
 SOCIETIES – Section 35 (2) (h)

Brittany Berge (LAW)	(30/6/21)
Jeffrey Bruton (GRAD)	"
Sophia Crabbe (FINE)	"
Logan Cucksey (SCIE)	"
Robyn Giffen (GRAD)	"
Benjamin Gijzen (SOSC)	"
Jonathan Granirer (SOSC)	"
Emily Hiser (SOSC)	"
Navinder Hundal (SCIE)	"
Tomas Kalyniuk (BUS)	"
Joseph Martin (GRAD)	"
Michelle Purchase (HSD)	"
Evan Roubekas (ENGR)	"
Wren Shaman (HUMS)	"
Juliet Watts (SOSC)	"
TBD (EDU)	"

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: Matthew Koch (30/06/23)

SECRETARY OF SENATE - Section 64 (2)
University Secretary: Carrie Andersen

BY INVITATION - Seated with specified speaking rights
Acting Vice-Provost: Susan Lewis
Assoc. VP Student Affairs: Jim Dunsdon
A/Assoc. VP Academic Planning: Robin Hicks
Registrar: Nicole Greengoe
Associate University Secretary: Ada Saab

University of Victoria | Senate Committee on Academic Standards

MEMO

Date: March 12, 2021

To: Senate

From: Senate Committee on Academic Standards

Re: **New Academic Calendar Entries in Humanities, Science and Social Sciences on Double Counting Courses and Laddering Credentials**

At its meeting on March 12, 2021, the Senate Committee on Academic Standards reviewed the attached proposed new academic calendar entries in Humanities, Science and Social Sciences on double counting courses and laddering credentials. At this same meeting, the committee approved the proposal.

Recommended Motion:

That Senate approve the attached proposed Humanities, Science and Social Sciences regulation on Double Counting Courses and Laddering Credentials to the Undergraduate Academic Calendar effective September 2021.

Respectfully submitted,

2020/2021 Senate Committee on Academic Standards
Neil Burford (Chair), Faculty of Science
Janni Aragon, Faculty of Social Sciences
Laurie Barnas, Associate Registrar
Sophia Crabbe, Student Senator
Alexandra D'Arcy, Faculty of Humanities
Erin Donald, GSS Representative
Steve Evans, Acting Dean, Faculty of Graduate Studies (VPAC's designate)
Andrea Giles, Executive Director, Co-op Education and Career Services
Nicole Greengoe, Registrar
Rob Hancock, Convocation Senator
Robin Hicks, Acting Associate Vice-President Academic Planning
Emily Hiser, UVSS Representative
Navinder Hundal, Student Senator
Sandra Hundza, Faculty of Education
Sabrina Jackson, Director, Graduate Admissions and Records
Yasmine Kandil, Faculty of Fine Arts
Michelle Lawrence, Faculty of Law
Michele Martin, Division of Medical Sciences
Martha McGinnis, Faculty of Graduate Studies
Tania Muir, Division of Continuing Studies
Sorin Rizeanu, Peter B. Gustavson School of Business
Esther Sangster-Gormley, Faculty of Human and Social Development
Henning Struchtrup, Faculty of Engineering
Diana Varela, Associate Dean Academic Advising, HUMS, SCIE and SOSC
Ada Saab (Secretary), Associate University Secretary

memo

To: Members of the Senate Committee on Academic Standards

From: Dr. Neil Burford, Acting Associate Dean, Academic, Science
           Dr. Nilanjana Roy, Acting Associate Dean, Academic, Social Sciences
           Dr. Lisa Surridge, Associate Dean Academic, Humanities
           Dr. Diana Varela Associate Dean Academic Advising, Tri-Faculty

Date: 3/5/2021

Re: **New Academic Calendar Entries in Humanities, Science and Social Sciences on Double
           Counting Courses and Laddering Credentials**

The Senate Committee on Academic Standards is responsible for considering proposals that bear on the university's academic standards. In this regard, the Tri-Faculty is requesting consideration of the proposal to add a statement of their current policies on double counting courses and laddering credentials into each faculty's relevant section of the *Academic Calendar* effective September 2021. This memo outlines the Tri-Faculty's proposed publicization of existing policies on Double Counting Courses and Laddering Credentials by including them in the *Academic Calendar*.

Recommended Motion:

That the Senate Committee on Academic Standards approve, and recommend to Senate that it also approve, the Humanities, Science and Social Sciences proposed regulations on Double Counting Courses and Laddering Credentials to the Undergraduate Academic Calendar effective September 2021.

Rationale:

The Faculties of Humanities, Science, and Social Sciences, like other faculties, regularly confront and have to make decisions regarding how more than one course can be utilized across two or more programs. The Tri-Faculty has a common set of policies regarding how these decisions should be made (Double Counting and Laddering Procedures). The Tri-Faculty follows these guidelines to ensure the quality of its programs and consistency in how decisions are made across students and programs.

In 2018, as part of the renewal and expansion of resources for academic unit and program advisers, these policies were published under the topic "Laddering Guidelies" in the "Academic Unit Adviser Survival Guide," a resource that is distributed to all academic units and programs in the Tri-Faculty and made available to all Tri-Faculty faculty members and professional advisers in other Faculties through the Academic Advising 101 (previously on CourseSpaces, now on

BrightSpace). This publicization has clarified and ensured awareness of these policies among most academic unit advisers as well as with professional advisers in other Faculties.

For clarity and transparency, we believe that there should also be an entry in the *Academic Calendar* (summarized from the longer procedures document for Advisers in the Tri-Faculty Academic Advising Centre) to alert students and provide an additional site of communication to those who advise students (e.g. unit undergraduate advisers, program directors). Such an entry would be included between the "Student-Designed Interdisciplinary Minor" and the "Co-operative Education Programs" in the front matter of the Undergraduate Academic Calendar for the Faculties of Humanities, Science and Social Sciences.

Student Impact

Such an inclusion will increase transparency, ensure students are aware of these policies and help students understand how these policies apply to particular degree programs. Publicizing the regulation in the Undergraduate Academic calendar will also allow students to better plan their programs and to not be faced with a problem close to graduation.

Faculty and Staff Impact

Such an inclusion will also be highly beneficial to staff and faculty members who advise students on these matters, and to curriculum committees considering changes to existing programs and/or the addition of new programs. Academic unit positions that provide advice to undergraduates change in our units, sometimes frequently, and the knowledge of these policies does not always transfer with the positions. Curriculum committees do not always include an academic unit's undergraduate adviser and where this is the case, they may not be aware of these policies. Making this information available in the Academic Calendar provides easy reference to anyone seeking guidance on this matter. At the moment, many people for whom this information would be useful cannot readily access it on their own and that leads to confusion and frustration.

The Proposed Entry:

Double-counting Courses and Laddering Credentials

Double counting refers to how one course that is required by more than one program or credential can be utilized within the Faculties of Humanities, Science and Social Sciences. In double counting, the following rules normally apply:

- A lower-level course may be used towards a maximum of two programs or credentials (applied to requirements in one program and waived without replacement in a second program).
- If the same lower-level course is required by a third program in the student's degree, or in another credential, it must be replaced by another course at the same level or higher, in the same area of study.
- An upper-level course required by two or more programs or credentials will be applied to the requirements of only one program, and must be replaced by another upper-level course, in the same area of study, in the second and additional programs or credentials.

- ï   An upper-level course, required by one program or credential and co-requisite in another program or credential, can be waived without replacement in the co-requisite requirement.
- ï   In a Minor program that is not also available as a General program, any course at the 200-level or above that is required by another program or credential must be replaced in one program by another course in the same area of study, at the same level or above.
- ï   Regardless of whether a course is waived or replaced in a program, the student must successfully complete the required number of units.

Laddering refers to the sequence of UVic credentials (normally progressing from small to large). In the laddering process, the following rules normally apply:

- ï   Rules for double counting courses (above) apply.
- ï   In a concurrent Diploma or Certificate and degree, students must graduate with the Diploma or Certificate either before or at the same time as the degree. Courses in the Certificate or Diploma will be counted as electives in the degree program.
- ï   If a student has graduated with a Diploma or a Certificate, and then registers in a degree, the courses in the Diploma or Certificate will be counted as electives in the degree.
- ï   If a student has graduated with a degree, and then registers in a Diploma or Certificate, any required courses in the Diploma or Certificate that have been completed in the degree can be waived in the Diploma or Certificate, but other approved courses must be substituted.

For additional information on how specific courses are applied towards programs and credentials, contact the [Academic Advising Centre for the Faculties of Humanities, Science and Social Sciences](#).

Primary Consultations:

These guidelines have been discussed and approved at the Faculty Curriculum Committees of Humanities, Science and Social Sciences respectively. They have been also reviewed and approved at the Faculty level for each of the three Faculties. The guidelines were approved during the last Cycle 2 (Spring 2020) for Sciences and Social Sciences, and during the last Cycle 3 (Summer 2020) for Humanities.

Currently, they are awaiting approval at the Senate Committee on Curriculum.

The approval of the Senate Committee on Academic Standards would have been sought earlier but got delayed due to the pandemic.

All the above consultations have been positive and no objections have been raised.

Additional consultations:

Associate Deans Academic of Faculties outside the Tri-Faculty were recently consulted at the ADA Advisory council and there was support for this motion.

MEMO

| University of Victoria | Senate Committee on Academic Standards |

Date: March 12, 2021

To: Senate

From: Senate Committee on Academic Standards

Re: **Grading Revisions to the Graduate Academic Calendar**

At its meeting on March 12, 2021, the Senate Committee on Academic Standards reviewed the attached proposed grading revisions to the graduate academic calendar. At this same meeting, the committee approved the proposal.

> **Recommended Motion:**
>
> *That Senate approve the attached proposed grading revisions to the Graduate Academic Calendar effective September 2021.*

Respectfully submitted,

2020/2021 Senate Committee on Academic Standards
Neil Burford (Chair), Faculty of Science
Janni Aragon, Faculty of Social Sciences
Laurie Barnas, Associate Registrar
Sophia Crabbe, Student Senator
Alexandra D'Arcy, Faculty of Humanities
Erin Donald, GSS Representative
Steve Evans, Acting Dean, Faculty of Graduate Studies (VPAC's designate)
Andrea Giles, Executive Director, Co-op Education and Career Services
Nicole Greengoe, Registrar
Rob Hancock, Convocation Senator
Robin Hicks, Acting Associate Vice-President Academic Planning
Emily Hiser, UVSS Representative
Navinder Hundal, Student Senator
Sandra Hundza, Faculty of Education
Sabrina Jackson, Director, Graduate Admissions and Records
Yasmine Kandil, Faculty of Fine Arts
Michelle Lawrence, Faculty of Law
Michele Martin, Division of Medical Sciences
Martha McGinnis, Faculty of Graduate Studies
Tania Muir, Division of Continuing Studies
Sorin Rizeanu, Peter B. Gustavson School of Business
Esther Sangster-Gormley, Faculty of Human and Social Development
Henning Struchtrup, Faculty of Engineering
Diana Varela, Associate Dean Academic Advising, HUMS, SCIE and SOSC
Ada Saab (Secretary), Associate University Secretary

Memorandum

To: Senate Committee on Academic Standards
From: Stephen Evans, Acting Dean, Faculty of Graduate Studies
Re: **Grading**
Date: February 12, 2021

Background

The grading statement below was originally added to both the undergraduate and graduate editions of the calendar (UG/G) in 2006. The statement was later removed from the graduate calendar in 2007 because SCAS had proposed new wording for the undergraduate calendar only:

The motion from March 2006 Senate stated the following:
That in accordance with the motion of the Academic Planning Committee passed at the Senate meeting of Sept. 24, 1969, Senate approve the following addition to the University Calendar: "The primary purpose of evaluation and grading is to further effective teaching and learning. Any practices which assign a predetermined percentage of students a specific grade, that is, a certain percentage get A, another percentage get B and so on, without regard to individual achievement are prohibited."

Neither this motion nor the discussion at the 1969 Senate mentioned a distinction between the undergraduate and graduate calendars. However, the memo to accompany the 2006 motion was specific:

SCAS recommends that the following wording be added to the Calendar under the heading "Grading" in the Undergraduate Information section:
The primary purpose of evaluation and grading is to further effective teaching and learning. Any practices which assign a predetermined percentage of students a specific grade, that is, a certain percentage get A, another percentage get B and so on, without regard to individual achievement are prohibited.

Proposal

There was no specific mention to exclude the graduate calendar but there was no mention to include it, either. Nevertheless, looking at the SCAS minutes it seems the intent was to place this in the undergraduate section. When it was placed in the graduate section, it was likely removed because specific discussion regarding graduate student grading had not taken place.

With the approval of both the Graduate Executive Committee and the Faculty of Graduate Studies Council, the Faculty of Graduate Studies requests that the statement be included in the graduate calendar.

University of Victoria | Senate Committee on Agenda and Governance **MEMO**

Date: March 29, 2021

To: Senate

From: Senate Committee on Agenda and Governance

Re: **Appointments to the *ad hoc* Joint Senate Board Committee to consider the recommendations of the Presidential Appointment Committee**

At the March 2021 Senate meeting, the Senate Committee on Agenda and Governance presented the report from the Presidential Appointment Committee, accompanied by a recommendation to establish an *ad hoc* joint Senate Board committee to consider the recommendations of the Presidential Appointment Committee. At that time, the committee indicated that nominations for the joint committee would be presented to Senate at the April meeting.

The Senate Committee on Agenda and Governance recommends the appointments of Aaron Devor, Faculty of Social Sciences, and Lynne Marks, Faculty of Humanities, to the *ad hoc* Joint Senate Board Committee to consider the recommendations of the Presidential Appointment Committee.

> **Recommended Motion:**
> That Senate approve the appointments of Aaron Devor, Faculty of Social Sciences, and Lynne Marks, Faculty of Humanities, to the *ad hoc* Joint Senate Board Committee to consider the recommendations of the Presidential Appointment Committee.

Respectfully submitted,
2020/2021 Senate Committee on Agenda and Governance
Kevin Hall, Chair, President and Vice-Chancellor*
Saul Klein, Vice-Chair, Peter B. Gustavson School of Business*
Carrie Andersen, University Secretary
Chandra Beaveridge, Convocation Senator
Aaron Devor, Faculty of Social Sciences
Mauricio Garcia-Barrera, Faculty of Graduate Studies
Mark Gillen, Law
Valerie Kuehne, Vice-President Academic and Provost
Helen Kurki, Faculty of Social Sciences*
Joseph Martin, Student Senator*
Dean Seeman, Libraries*
Ada Saab, Secretary, Associate University Secretary*
Kathy MacDonald, Recording Secretary, Senate Coordinator

*members of the Nominations Sub-committee

University of Victoria | Senate Committee on Awards

MEMO

Date: March 24, 2021

To: Senate

From: Senate Committee on Awards

Re: **New and Revised Awards**

The Senate Committee on Awards met on March 18, 2021 and approved a number of new and revised awards for Senate's approval. Terms of these awards are in the attached appendix.

Recommended Motion:

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

- Hugh and Lilian Salmond Engineering Scholarship* (Revised)
- M. Beverley Vaio Law Scholarship in Education* (Revised)
- Howard and Linda Petch Scholarship* (Revised)
- Dr. B. Barbara Adams Scholarship* (Revised)
- Vikes Men's Rugby Award* (New)
- Horning Memorial Scholarship in Music* (Revised)
- Dr. and Mrs. W. Clarke Horning Memorial Prize in Music* (Revised)
- Marilyn (Leslie) Kan & John YH Kan Award for Indigenous Students* (New)
- Scotiabank Scholarship for Law Students (Revised)
- Dr. Charlotte Loppie Award (Revised)
- HSBC Bank Canada Indigenous Award* (Revised)
- David Ravenhill Men's Soccer Award* (New)
- Mackenzie Rigg Men's Soccer Award* (New)
- Moreno Stefani Men's Soccer Award* (New)
- Peter Fast Men's Soccer Award* (New)
- mistermerv Graduate Scholarship in Writing (New)
- Salish Sea Hub Graduate Scholarship (New)
- Emma Machado Memorial Scholarship* (Revised)
- Motion Picture Technicians Union Local 891 Bursary (Revised)
- Betty Moyls Memorial Award (New)
- Boehm Family Scholarship for Excellence in Science* (Revised)
- Vikes International Athlete Award (New)

* *Administered by the University Of Victoria Foundation*

Respectfully submitted,

2020/2021 Senate Committee on Awards
Charlotte Schallié (Chair), Faculty of Graduate Studies, Department of Germanic & Slavic Studies
Jesse Baltutis, Alumni Association
John Dower, Faculty of Graduate Studies
Carmencita Duna, International Student Services
Nicole Greengoe, Registrar
Jacob Hunt, GSS Representative
Tomas Kalyniuk, Student Senator
Lori Nolt, Student Awards and Financial Aid
Yvonne Rondeau, Faculty of Graduate Studies
Brock Smith, Peter B. Gustavson School of Business
Suzanne Snizek, School of Music
Linda Welling, Department of Economics
Alexis Ramsdale (Secretary), Student Awards and Financial Aid

Appendix

Terms for New and Revised Awards

Additions are <u>underlined</u>
Deletions are ~~struck through~~

Hugh and Lilian Salmond Engineering Scholarship (Revised)
A scholarship of <u>at least </u>$1,100 and another of <u>at least </u>$900 are awarded annually to students entering the third or fourth year of a program in the Faculty of Engineering. Special consideration will be given to candidates who have contributed to an innovative and practical engineering design with special emphasis on solar or other alternative energy sources, or work in low-polluting energy systems. Approval of the recipients is made by the Senate Committee on Awards upon the recommendation of the Faculty of Engineering.

M. Beverley Vaio Law Scholarship in Education (Revised)
<u>One or more </u>~~A~~ scholarship<u>s</u> <u>are</u> ~~is~~ awarded to <u>academically outstanding undergraduate </u>~~a~~ student<u>s</u> in the Faculty of Education who ~~has~~ <u>have </u>excelled in academic and professional courses. <u>Preference is for students entering the final year of their program </u>~~The scholarship is normally awarded to a student entering fifth year~~ who has a ~~high academic grade point average as well as a~~ high level of performance in teaching practica as documented in practica reports. Approval of the recipient<u>(s)</u> is made by the Senate Committee on Awards upon the recommendation of the Faculty of Education.

Howard and Linda Petch Scholarship (Revised)
<u>One or more </u>~~A~~ scholarship<u>s</u> <u>are</u> ~~is~~ awarded to <u>academically outstanding undergraduate students entering the final year of their program in the Faculty of Education </u>~~Bachelor of Education student ~~with skills in art, drama or music education. ~~entering 5th year and who has demonstrated outstanding academic achievement and the potential to become an exemplary teacher in elementary or secondary school~~. Approval of the recipient<u>(s)</u> is made by the Senate Committee on Awards upon the recommendation of the Faculty of Education.

Dr. B. Barbara Adams Scholarship* (Revised)
<u>One or more </u>~~A~~ scholarship<u>s</u> <u>are</u> ~~is~~ awarded to ~~a ~~<u>academically outstanding undergraduate</u> ~~fifth year ~~student<u>s entering the final year of their program</u> in the Faculty of Education who show~~s~~ an interest in and aptitude for the teaching of gifted children. If there <u>are</u> ~~is~~ no eligible student<u>s</u>, the scholarship will be awarded to ~~a ~~student<u>(s)</u> who show~~s~~ an interest in and aptitude for ~~in ~~teaching "exceptional" children. Approval of the recipient<u>(s)</u> is made by the Senate Committee on Awards upon the recommendation of the Faculty of Education.

Vikes Men's Rugby Award* (New)
One or more awards are given to entering, transferring or continuing undergraduate and graduate students who compete on the Vikes Men's Rugby team at the University of Victoria. Eligible students must meet all U SPORTS eligibility requirements. Award recipients will be selected on the basis of work ethic, commitment and performance criteria by the Senior Director of Athletics and Recreation in consultation with the Varsity Head Coach and the Director, Varsity Performance Sport.

Horning Memorial Scholarship in Music (Revised)
Three scholarships of <u>equal value </u>~~$1,050 each~~ are awarded to promising undergraduate composers, performers, teachers and scholars completing their third year of studies in the School of Music. The most promising student in each of the four sections -- Composition,

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Performance, Music Education and Music History -- will be nominated. Selection of the recipients will be made in conjunction with the Dr. and Mrs. W. Clarke Horning Memorial Prize in Music; one nominee will receive the prize and the remaining three will receive the scholarships. The total budget must be split evenly amongst the four total recipients.

Approval of the recipients is made by the Senate Committee on Awards upon the recommendation of the School of Music.

Dr. and Mrs. W. Clarke Horning Memorial Prize in Music* (Revised)
A prize of $1,050 is awarded to a promising undergraduate composer, performer, teacher or scholar completing their third year of studies in the School of Music. The most promising student in each of the four sections -- Composition, Performance, Music Education and Music History - will be nominated. Selection of the recipient will be made in conjunction with the Horning Memorial Scholarship in Music; three nominees will receive the scholarships and the remaining nominee will receive the prize. The total budget must be split evenly amongst the four total recipients.

Approval of the recipient is made by the Senate Committee on Awards upon the recommendation of the School of Music.

Marilyn (Leslie) Kan & John YH Kan Award for Indigenous Students* (New)
An award is given to an undergraduate Indigenous student entering or transferring to the University of Victoria who has demonstrated financial need and who has a dependent child/children living at home. 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.

To be automatically renewed a student must have completed a total of 12 or more graded units in any two terms of study between May and April and maintained a grade point average of 5.00/9.00 or higher on the best 12 units. The award is automatically renewed for each year of a student's full time study until the completion of a first degree or for a maximum of three years, whichever is the shorter period. A student whose grade point average falls below 5.00/9.00 may file a written appeal with the Senate Committee on Awards to seek special consideration for renewal of the award.

Students registered in a co-op or work experience work-term will automatically be renewed when they next complete 12 or more academic units in two terms, provided they have a grade point average of 5.00/9.00 or higher in the two terms. Any student who takes neither a co-op, work experience work-term, nor academic units for more than one term may forfeit their scholarship.

Scotiabank Scholarship for Law Students (Revised)
One scholarship valued at $10,000 will be awarded to a full-time (minimum 12 units) undergraduate student entering the Faculty of Law who self-identifies as Black, Indigenous or Person of Colour (BIPOC) with demonstrated work or voluntary experience supporting BIPOC, marginalized or disadvantaged groups, and who intends on having a further positive impact by combatting racism and furthering inclusivity. Applicants will be considered based on their Law admissions application.

Students must submit a letter (maximum 350 words) self-identifying as a Black, Indigenous or Person of Color and describe their work, volunteer experience and/or community

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involvement to the Law Admissions Officer no later than June 15th. Please note: This letter is separate from the Law admissions application

The scholarship may be renewed for the student's second and third year of study for a value of $10,000 each year. To be automatically renewed a student must pass the academic year by the faculty standards. Students registered in a co-op or work experience work term will automatically be renewed when they next complete 12 or more ~~academic~~ graded units in two terms, provided they remain in good academic ~~good~~ standing. Any student not doing either a co-op, work experience work-term, or academic units for more than one term may forfeit their scholarship.

Approval of the recipient will be made by the Senate Committee on Awards upon recommendation of the Faculty of Law.

Dr. Charlotte Loppie Award (Revised)
One or more awards are given to Indigenous undergraduate students in the School of Public Health and Social Policy, with preference given to mature (22 years or older) Indigenous women.

Approval of the recipient(s) is made by the Senate Committee on Awards upon the recommendation of the School of Public Health and Social Policy.

HSBC Bank Canada Indigenous ~~Aboriginal~~ Award (Revised)
One or more awards are ~~is~~ given to Indigenous undergraduate students entering or transferring to the University of Victoria. ~~a first year undergraduate Aboriginal student entering from an Indigenous Adult and Higher Learning Association (IAHLA) Centre. If there are no eligible IAHLA applicants, Aboriginal students transitioning from a First Nations community will be considered. Students must have demonstrated community or leadership involvement.~~ Applications can be made on-line through ~~MyPage~~ Online tools.

David Ravenhill Men's Soccer Award* (New)
One or more awards are given to undergraduate and graduate students who participate in the Vikes Men's Soccer program at the University of Victoria. Eligible students must meet all U SPORTS eligibility requirements. Award recipients will be selected on the basis of work ethic, commitment and performance criteria by the Senior Director of Athletics and Recreation in consultation with the Varsity Head Coach and the Director, Varsity Performance Sport.

Mackenzie Rigg Men's Soccer Award* (New)
One or more awards are given to undergraduate and graduate students who participate in the Vikes Men's Soccer program at the University of Victoria. Eligible students must meet all U SPORTS eligibility requirements. Award recipients will be selected on the basis of work ethic, commitment and performance criteria by the Senior Director of Athletics and Recreation in consultation with the Varsity Head Coach and the Director, Varsity Performance Sport.

Moreno Stefani Men's Soccer Award* (New)
One or more awards are given to undergraduate and graduate students who participate in the Vikes Men's Soccer program at the University of Victoria. Eligible students must meet all U SPORTS eligibility requirements. Award recipients will be selected on the basis of work ethic, commitment and performance criteria by the Senior Director of Athletics and Recreation in consultation with the Varsity Head Coach and the Director, Varsity Performance Sport.

Peter Fast Men's Soccer Award* (New)
One or more awards are given to undergraduate and graduate students who participate in the Vikes Men's Soccer program at the University of Victoria. Eligible students must meet all U SPORTS eligibility requirements. Award recipients will be selected on the basis of work ethic, commitment and performance criteria by the Senior Director of Athletics and Recreation in consultation with the Varsity Head Coach and the Director, Varsity Performance Sport.

mistermerv Graduate Scholarship in Writing (New)
One or more scholarships are awarded to academically outstanding graduate students in the Department of Writing whose focus of study is fiction, with a preference for the genre of historical fiction. The recipients will be approved by the Faculty of Graduate Studies Graduate Awards Committee upon the nomination of the Department of Writing. A student may receive this scholarship more than once.

Salish Sea Hub Graduate Scholarship (New)
One or more scholarships of at least $1,000 each are awarded to academically outstanding graduate students in the Geography department pursuing or conducting community-based research that addresses any of the 46 articles outlined in the UN Declaration on the Rights of Indigenous Peoples (UN DRIP) and/or the 17 Sustainable Development Goals (SDGs). Preference is given to Indigenous applicants.

Approval of the recipients is made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the Department of Geography.

Emma Machado Memorial Scholarship* (Revised)
A scholarship is awarded to an academically outstanding student entering the ~~Faculty of Science in a major program in the~~ School of Earth and Ocean Sciences <u>in the Faculty of Science</u>.

Motion Picture Technicians Union Local 891 Bursary (Revised)
One or more bursaries are awarded to <u>undergraduate</u> students <u>in the Faculty of Fine Arts, with preference to students</u> pursuing film studies ~~in the Faculty of Fine Arts~~.

Betty Moyls Memorial Award (New)
An award is given to an entering, transferring or continuing student specializing in vocal performance in the Bachelor of Music program. Approval of the recipient is made by the Senate Committee on Awards upon the recommendation of the School of Music.

Boehm Family Scholarship for Excellence in Science* (Revised)
One or more students in the honours program in the Faculty of Science will be awarded the Boehm Family Award for Excellence in Science. The successful students will be selected through an adjudication process established by the <u>Office of the Dean of the Faculty of Science</u> ~~Dean's Office~~. Part-time students (a minimum of <u>1.5</u> ~~6~~ units) are eligible for this award.

Vikes International Athlete Award (New)
An award of $40,000 payable at $10,000 per year over 4 years, is given to an international undergraduate student entering or transferring to UVic and who competes on any Vikes Varsity team at the University of Victoria.

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The award is automatically renewed for each year of a student's full time study until the completion of the first degree or for a maximum of three years, whichever is the shorter period provided they meet and maintain U SPORTS eligibility requirements.

The award recipient will be selected on the basis of work ethic, commitment and performance criteria by the Senior Director of Athletics and Recreation in consultation with the Director Varsity Performance, Sport.

University of Victoria | Senate Committee on Planning

MEMO

Date: March 24, 2021

To: Senate

From: Senate Committee on Planning

Re: **Proposed changes to the Master of Science in Health Information Science**

At its meeting on March 2, 2021, the Senate Committee on Planning considered the proposed changes to the Master of Science in Health Information Science. Currently, the Master of Science program offers two streams, Distributed and On-campus, with two options, Research Project and Thesis, each. The proposal to maintain two streams but with different admission criteria for the Master of Science program, will facilitate early identification of thesis students and successful completion within the program timeline.

The following motion is recommended:

Motion: That Senate approve the proposed changes to the Master of Science in Health Information Science, as described in the document "Master of Health Informatics/change to program requirements".

Respectfully submitted,

2020-2021 Senate Committee on Planning

Robin Hicks, (Chair), Acting, AVPAP	Graham McDonough, Curriculum and Instruction
Evan Roubekas, Student Senator	Sang Nam, Business
Stephen Evans, Graduate Studies	Abdul Roudsari, Health Information Science
Jo-Anne Clarke, Continuing Studies	Nilanjana Roy, Economics
Rishi Gupta, Civil Engineering	Ada Saab, Associate University Secretary
Andrea Giles, Co-op Education	Ralf St. Clair, Education
Nicole Greengoe, Office of the Registrar	Cindy Holder, Humanities
Lisa Kalynchuk, VP Research	Rustom Bhiladvala, Mechanical Engineering
Valerie S. Kuehne, VPAC	Brooklynn Trimble, GSS Representative
Adam Con, Fine Arts	Andrew Newcombe, Law
Matthew Koch, Hispanic & Italian Studies	Sandra Duggan, Secretary, VPAC

University of Victoria

Graduate Studies | Office of the Dean
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Memorandum

To: Dr. Robin Hicks, Acting Associate Vice-President Academic Planning

From: Sandra Duggan, Administrative Assistant to the Associate VP Academic Planning

Cc: Dr. Andre Kushniruk, Director, HINF
          Dr. Karen Courtney, Graduate Advisor, HINF
          Ms. Carolyn Swayze, Coordinator, Faculty of Graduate Studies

From: Dr. Stephen Evans, Acting Dean, Faculty of Graduate Studies

Re: Curriculum Change Motions Passed at Faculty of Graduate Studies Council, February 11, 2021

Date: February 16, 2021

The following motion was passed at the Faculty of Graduate Studies Council meeting on February 11, 2021. I am requesting that this item goes forward for consideration at the Senate Committee on Planning meeting on March 2, 2021.

1.   **Proposed Changes to the MSc in Health Information Science**
        Guest: Dr. Andre Kushniruk, Director, HINF and
        Presenter: Dr. Karen Courtney, Graduate Advisor HINF

        Links to draft curriculum submissions in Kuali:
        https://uvic.kuali.co/cm/#/programs/view/5faedfe58ec5070026a08f48
        https://uvic.kuali.co/cm/#/programs/view/5fc7bf6855268f00266dd4d0

        MOTION: THAT the Faculty of Graduate Studies Council approve and recommend the proposed changes to the MSc in Health Information Science, as presented, to the Senate Committee on Planning.

UNIVERSITY OF VICTORIA

STANDARD TEMPLATE FOR PROGRAM CHANGE – GRADUATE

[Master of Health Informatics/change to program requirements]

Dean's Name and Date of consultation with AVPAP:	Dean signature:
Name of contact person: **Karen Courtney**	
Email & phone of contact person: Court009@uvic.ca **250-721-8599**	
Date approved by Department: **16-Dec-2020**	Chair/Director signature: Original signed by Andre Kushniruk Dr. Andre Kushniruk
Date approved by Faculty: January 21, 2021	Dean signature:
Date approved by Graduate Studies: February 11, 2021	Dean signature:
Date approved by Senate Committee on Planning March 2, 2021	AVPAP signature:
Resource Commitments	Signature of line authority
Date of Consultation with Co-operative Education Program and Career Services (if applicable)	Executive Director signature:
Date of Consultation with Indigenous Academic and Community Engagement	Executive Director signature: Original signed by Robina Thomas

[Master of Health Informatics/change to program requirements]

PROPOSAL (up to 4,000 words plus appendices)

A. Identification of the change

Name, Location, Academic units (Faculties, departments, or schools)	School of Health Information Science, Faculty of Human and Social Development
Anticipated implementation date of change	January 2022 (Cycle 3)
Name, title, phone number and e-mail address of contact person	Karen Courtney, Graduate Advisor 250-721-8599 court009@uvic.ca

B. History and context of the program indicating value and impact of the program change

Background
Health Information Science (also known as Health Informatics) is the study of how health data are collected, stored and communicated; how those data are processed into health information suitable for administrative and clinical decision making; and how computer and telecommunications technology can be applied to support these processes. The School of Health Information Science at the University of Victoria has been a pioneering influence in the field of health informatics and health informatics education since 1981. We have been a leader in health informatics education, research and consultancy both at the national and international levels. The School was the first post-secondary educational program in Canada in health informatics and remains the only school or department in Canada exclusively devoted to _health_ informatics education at all levels (from undergraduate to PhD education). We admitted our first Masters and PhD students in 1990 (by Special Arrangement). Our MSc On-campus stream began in 2003 and in 2005 we began offering our MSc Distributed stream. Over the last fifteen years, the balance between MSc on-campus to distributed students has shifted to most students as distributed stream students (68%). Similarly, during this time, we have also seen a dramatic shift of MSc completing research projects (86%) rather than theses. We are proposing changes to our program to address several issues: flexibility in course modality; option complexity; and confusing stream labels.

Enhancement of program flexibility using existing resources
Despite the expansion of our MSc enrollment, we have not seen a proportionate increase in faculty members in our School to cover courses and supervision.   As a result, we now only offer 2 courses (HINF 573 and HINF 580) regularly in the on-campus (in-person classroom) format and the remainder of our courses are offered our distributed, synchronous, online classroom format. We have insufficient faculty to offer 2 sections (on-campus and distributed) of each course. By focusing our streams on student research output rather than course modality, we will have greater flexibility in ways we offer courses.

Reduction of complexity of options for students

Our existing MSc program offers 2 streams (Distributed and On-campus) with 2 options (Research Project and Thesis) each.   We are proposing to simplify the MSc program to 2 streams. By renaming our streams for the type of research output rather than course modality, this will still allow students a choice of research involvement for their MSc program.

Elimination of confusing stream labels
Our current MSc on-campus stream only has 2 courses offered in-person, on-campus.   All the other courses in the program are delivered in our online, synchronous classroom. This is confusing for applicants who are wanting a completely on-campus, in-person program. Because of the on-campus stream label, some students mistakenly believe the program will meet the requirements of the Post Graduate Work Permit program offered by Immigration Canada. Substantial staff and faculty resources are expended trying to prevent misunderstandings about the nature of the stream to applicants and students. Changing the stream labels to reflect the student research output will reduce applicant and student confusion while also reducing administrative burden.

Proposed Change Summary
We are proposing four changes, which are to change the program requirements for our two MSc streams On-campus and Distributed to: MSc – Thesis stream and MSc – Research Project stream respectively and alter the respective admission requirements.

1.   Proposed change - Admission requirements MSc – Thesis stream
Applicants who meet the Faculty of Graduate Studies admission requirements will be eligible to apply for admission into the program.   Applicants should have an educational background in health information science, health informatics or a closely related field. Preference is given to applicants with a Bachelor's degree in health information science or health informatics. It is recommended that applicants have health informatics work experience such as co-op, clinical practica, internships and professional work experiences. Applicants with a substantial health informatics work history and a non-health informatics bachelor's degree may be considered on a case-by-case basis and should consult the Graduate Advisor prior to applying to the Thesis Stream MSc program. Applicants with a non-health or non-IT related bachelor's degree should consider applying to the bachelor's degree program in Health Information Science.   Applicants applying to the Thesis stream will also be asked to submit a writing sample as part of their application.

2.   Proposed change – Program requirements MSc – Thesis stream (changes from existing MSc – On-campus stream)
The differences between the previous On-Campus stream and the proposed Thesis stream are: 1. Students are limited to only the Thesis option; and 2. HINF 580 (Health Informatics Graduate Seminar) would no longer be a required course, but would be available as an elective. The total number of units for the MSc (16.5) remain unchanged and all other program requirements except those noted remain the same. Details are provided in the Appendix.

3.   Proposed Change - Admission requirements MSc – Research Project stream
Applicants who meet the Faculty of Graduate Studies admission requirements will be eligible to apply for admission into the program. Applicants with an educational and/or work background in health informatics, clinical or health science, or information technology are strongly preferred. It is recommended that applicants have at least two years of relevant work experience. Applicants with a non-health or non-IT background or less than 2 years of work experience may be considered on a case-by-case basis. Applicants with a non-health or non-IT related bachelor's degree should consider applying to the bachelor's degree program in Health Information Science.

4.   Proposed Change – Program requirements MSc – Research Project stream
The differences between the previous Distributed stream and the proposed Research Project stream are: 1. Students are limited to only the Research Project option; 2. The in-person workshop in Victoria will no longer be mandatory; and 3. HINF 573 (Applied Biostatistics) would now be offered as an option for the Data Analysis course requirement. This is not possible currently as HINF 573 is one of the on-campus only courses. With these program changes, we will begin to offer the course in the distributed format. The total number of units for the MSc (16.5) remain unchanged and all other program requirements except those noted remain the same. Details are provided in the Appendix.

Rationale for proposal

In our MSc program, we currently offer 2 streams: Distributed and On-Campus. Each stream offers an option of Research Project or Thesis. We plan to differentiate the two streams more clearly based on the type of research output of the students (i.e. Research Project or Thesis). The majority of the Distributed stream students have been enrolled in the Research Project (along with 13.5 units of coursework). On the other hand, many of the On-Campus stream students have completed the Thesis (along with 10.5 units of courses). We therefore want to rename the Distributed Stream to be the Research Project Stream, and to rename the on-Campus stream to be the Thesis stream. This will reflect what is happening currently in terms of students in the Masters program. Distinguishing the two streams this way would also simplify and clarify the situation, based on fundamental academic differences (i.e. research) between the two streams (as opposed to location–based differences). Furthermore, at this time, only two courses in the On-campus stream require in-person, on-campus attendance. This can cause confusion for applicants and additional administrative burden for School staff and faculty. We are proposing to maintain two streams for our MSc program, but differentiate the streams based on the type of student research output required, rather than class or student location. This change will have no impact on fees for the two streams.

Currently, both MSc streams use the same admission criteria and the choice of completing a thesis is based on permission of the supervisor and the School's Director. Because students may not discuss the possibility of working on a thesis rather than a research project until later in their program, valuable time is lost in making sure students have the written communication skills needed to successfully complete a thesis. We are proposing different admission criteria for each stream in order to facilitate early identification of thesis students and successful completion within the program timeline.

Potential Impact on Current Students
We are proposing to implement this change after the Fall 2021 admission. Students admitted for Fall 2021 or earlier would continue in their MSc program and streams (Distributed, On-campus). The proposed changes do not affect course offerings. Because students in the Distributed and On-campus streams already have a choice of a research project or thesis, no choices for research are being eliminated for these students with the proposed changes.

Potential Impact for Future Students
These proposed changes would only affect students admitted in Fall 2022 and beyond. The proposed changes will admit students based on the research option for their degree; eliminating uncertainty. It also will allow the School to admit applicants for the Thesis stream who are better prepared for undertaking a thesis. This should help students in the Thesis stream complete their MSc program in a timely manner.

Alignment with School, Faculty and University Plans and Priorities
The goals of the School are clearly in line with the University Strategic Plan and the faculty's priories in the area of quality by providing a concentration in an area deemed to be of intellectual and societal need – health informatics, which is at the intersection of health and technology.

Consistent with both the University Strategic Plan and the focus of the Faculty of Human and Social Development, over the years, the School has moved to place increasing emphasis on distributed learning as a mechanism for increasing access to higher education. Our distributed (on-line) Master's program has been one of our most successful programs, with a steady stream of applicants each year. We are continuing this emphasis with our proposed changes as this will allow us to remove the mode of course delivery restriction on our remaining on-campus only courses.

C. Indicators of labour market and student demand. (not required for requests for program discontinuation)

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Our MSc program is in high demand.   Due to capacity issues for faculty supervision of graduate students, since 2014, the number of our graduate students (MSc, MN/MSc, PhD) has remained consistent despite increased interest and the addition of our PhD program. Maintaining the same number of graduate students while adding PhD students has meant fewer numbers of MSc students admitted since 2014. Our School went to a single entry point (September) starting in 2019. We intend to maintain the number of our MSc graduate admissions.

Annual HINF MSc graduate enrollment

Stream	2017	2018	2019	2020
MSc – On Campus	34	25	19	16
MSc - Distributed	31	29	23	34

Annual HINF MSc applicants versus admitted students

Year	MSc Applications		Students Admitted to MSc Program (acceptance %)	
2017	Jan = 30	Sep = 47	Jan = 5 (17%)	Sep = 10 (21%)
2018	Jan = 33	Sep = 41	Jan = 4 (12%)	Sep = 8 (20%)
2019	Sep = 52		Sep = 9 (17%)	
2020	Sep = 58		Sep = 11 (19%)	

What is not represented in the quantitative table above is the quality of applicants to the MSc program, which has improved substantially over the past few years. Due to supervision capacity issues, we routinely turn away applicants, who would likely excel in our program. Most of the students admitted to our program are professionals and only a few are newly graduated undergraduates.

Upon graduation, there continues to be virtually 100% employment of our students in government, industry and all sectors of healthcare. Students have and continue to enjoy well-paying professional positions upon graduation from our programs. The positions include business analysts, clinical analysts, managers, data analysts, consultants, chief information officers, chief medical information officers, and health informaticians. Our graduates work in many world renowned organizations and have leadership roles in healthcare.

The Government of Canada lists the job prospects for information system analysts and consultants to be good and is predicting a labour shortage (2019-2028) at the national level in this area. Labour shortages for health informaticians are also predicted internationally (US Department of Labor).

D. Areas of research & teaching specialization and evidence of adequate faculty complement.

We are not proposing additional courses with these changes.   HINF currently has seven tenure and tenure track faculty. Of these, five are Full Professor, one is Associate Professor and one is Assistant Professor. We also have two Assistant Teaching Professors, three emeritus faculty and fifty-four adjunct faculty. Our School focuses on the planning, design, implementation and evaluation of health information systems in diverse health care settings. Our faculty do research in the following thematic areas: human factors in healthcare IT; safety of healthcare IT systems; usability engineering in healthcare IT; human, social and organizational aspects of healthcare IT; methods for health care system analysis, design, and evaluation; consumer health informatics including personal health records and mHealth; healthcare system IT adoption; community health IT; nursing informatics; telehealth; and big data and healthcare data analytics.

Current Graduate Faculty and Research Areas

Elizabeth Borycki, PhD (Toronto); Professor; Health management, organization and strategy; disease management, respirology and geriatrics; nursing informatics and the effect of technology upon nurses' work; evaluation of the impact of information technology in health care; clinical informatics; and patient safety

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Karen L. Courtney, PhD (University of Missouri); Associate Professor; telehealth; mHealth; pervasive healthcare IT; informatics curriculum development; ethical implications of healthcare IT; Community-based informatics; and gerontechnology

Alex M.H. Kuo, PhD (Nottingham, UK); Professor; data interoperability, health database & data warehousing, clinical decision support systems, data mining applications in healthcare, and e-health

Andre Kushniruk, PhD (McGill); Professor; Evaluation of the use and usability of information systems; e-Health and Telemedicine; Consumer informatics; Cognitive aspects of decision support systems; Data mining in health informatics; Computerized patient record systems; Evaluation methodologies; Intelligent information filtering; Usability engineering; Knowledge representation; Design of health care user interfaces and human-computer; interaction in complex domains

Francis Lau, PhD (Alberta); Professor; Strategic IT planning for health systems; Electronic health records; Information management and analysis; Impacts of IT in health; Action research; Design, implementation and evaluation of health information systems; Decision support systems; Knowledge management; and health terminologies and standards

Helen Monkman, PhD (Victoria); Assistant Professor; Human factors; consumer health informatics; user experience; usability; information visualization; eHealth; and digital health literacy

Abdul Roudsari, PhD (King's College, University of London); Professor; Electronic healthcare, telecare, ehealth, evaluation of clinical systems, chronic disease management

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E. Does the proposed change have an impact on current policies (admissions, student evaluation, supervision, oral examinations)? If yes, provide details.

We are proposing changes to the admission requirements to differentiate between the streams. For Thesis stream students we are preferring applicants who have prior academic and work experience in our field, health informatics. We believe this will give the necessary background in the field for the in-depth research of a thesis. For the Research Project stream, we will continue to welcome applicants with backgrounds in health informatics, clinical or health sciences or information technology.

F. Curriculum design (Include draft curriculum as Appendix) (not required for requests for program discontinuation)

The overall program requirements of the proposed Thesis and Research Project Streams are very similar our existing program requirements. No new courses are being proposed with these changes. All courses currently exist in the Graduate Calendar. The total number of units for the MSc remain unchanged (16.5) and all other program requirements except those noted below remain the same. Please see Appendix for full program details.

The differences between the previous On-Campus stream and the proposed Thesis stream are: 1. Students are limited to only the Thesis option; and 2. HINF 580 (Health Informatics Graduate Seminar) would no longer be a required course, but would be available as an elective.

The differences between the previous Distributed stream and the proposed Research Project stream are: 1. Students are limited to only the Research Project option; 2. The in-person workshop in Victoria will no longer be mandatory; and 3. HINF 573 (Applied Biostatistics) would now be offered as an option for the Data Analysis course requirement. These changes will allow us greater flexibility in how courses are offered (mode of instruction).

Does the program change include opportunities for experiential learning or other forms of community engagement or research-enriched learning?

Our existing MSc program offers optional co-op opportunities. We are not proposing any changes to this portion of the program.   Additionally, HINF graduate students may take HINF 595 (Informatics Research Practicum) for 1.5 or 3.0 units as an elective. This is an existing course.

Does the program design include plans for distance education delivery? If yes, provide details.

Our existing graduate programs rely heavily on delivering course content via synchronous, online methods.   Our School has been offering the MSc program with this modality since 2005 and our faculty are very experienced in online course delivery.   At this time only two of our graduate courses are offered in the in-person format.   With the proposed changes, we will likely offer these in our synchronous online format instead in the future.

Identify the program learning outcomes.

Our School focuses on ensuring that graduates of the program possess specific and highly sought after technical skills, while at the same time having a global "holistic" perspective to health information science. These global attributes include the following:

1.   Graduates must follow strong ethical principles and have an understanding of both the positive and negative impacts of health informatics on society. In addition, they must be able to apply the professional code of conduct espoused by the International Medical Informatics Association.

2.   Graduates must have a broad health care industry and real-world perspective on key aspects of health care system design and evaluation. This should span understanding success and failure of systems at multiple levels, from the end user of systems to the broader organizational and societal levels.

3.   Graduates must possess strong analytical and critical thinking skills, particularly in areas related to understanding selection, deployment and application of research methods in improving the usefulness, usability and appropriate uptake of health informatics innovations.

4.   Graduates must have an integrative perspective to information technology grounded in sound methodological skills focused on continuous quality improvement, ability to design algorithms and to understand advances in system program engineering, design and evaluation methods.

5.   Graduates must possess skills that will allow them to develop innovative approaches to understanding, modelling and re-engineering organizational processes and data and implementing process and technical solutions. In addition, graduates must be used to and capable of continually learning and staying abreast of ever-changing trends, technologies and advances emerging from research and development (e.g. consumer empowerment, medical technologies, genomics, bioinformatics, etc.)

Provide anticipated times to completion.

The MSc – Thesis stream will have a minimum of 5 terms and maximum of 5 years to complete. This is the same as the existing on-campus stream. We anticipate that students in the Thesis option complete their degrees within 15 terms of first enrolment.   Our current median time to graduate for students choosing a thesis is 16 terms from first enrolment.

The MSc – Research stream will have a minimum of 6 terms and maximum of 5 years to complete. This is the same as the existing distributed stream. We anticipate that students in the Research Project stream complete their degrees within 9 terms of first enrolment. Our current median time to graduate for students choosing a research project is 9 terms from first enrolment.

The majority of our MSc students work full time, which is a contributing factor in degree progression.   We do not anticipate this will change with our proposed changes.

G. Anticipated enrolment and student financial support plan (not required for requests for program discontinuation)

We anticipate that our enrolment numbers in the thesis and research project streams will be consistent with current student choices to complete a thesis or research project within the existing on-campus and distributed streams. In the past 2 years, we have had 4 students graduate with a thesis (14%) and 25 students graduate with a research project (86%).

Our existing on-campus (standard) and distributed (exception) streams have different tuition schedules. Almost all of our courses are offered in the distributed, online classroom format for both streams. We are proposing to continue our distributed tuition for the new research project stream and the standard tuition for the thesis stream. The rationale is based on 1. Courses are already offered in the distributed online format (with all of the associated costs); 2. The use of standard tuition for thesis students reflects the expected longer duration of their programs in comparison to research project students.

We will continue to offer limited financial support for our exceptional MSc students using our current guidelines, which do not distinguish between streams or thesis/research project. Our funding guidelines may be found at:
https://www.uvic.ca/hsd/hinf/graduate/finance/index.php

H. Resource requirements. Indicate any resources required or impacted (faculty & staff appointments, space, library)

Our proposed changes are based on our current resources and existing MSc student characteristics. The growth of our graduate programs is constrained by a lack of available tenure and tenure track faculty for graduate supervision. As a result, our proposed changes are not intended to increase graduate admissions as this would require additional faculty. If additional faculty and staff resources were available in the future, the MSc program with the changes here will still have the flexibility to increase the number of MSc students enrolled.

I. Indicate related graduate programs in other British Columbia post-secondary institutions.

Our graduate programs (Certificate, MSc, MN/MSc and PhD) are the only health informatics graduate programs in British Columbia. UBC offers a MS in Bioinformatics; Masters of Data Science and a graduate course in Health Informatics (NURS 5861) in their MSN program. These programs only cover a small part of the curriculum within our MSc Health Informatics program and do not prepare students for the roles our students have after graduation.

Within Canada, there are Masters programs at Dalhousie University (focus on digital innovation), McMaster (e-Health focus), Ontario Tech University (focus on health sciences), University of Toronto (focus on health informatics) and University of Waterloo (focus on public health informatics).

Provide evidence of consultation with related programs and UVic Departments/Faculties participating or affected by the program change (emails/letters of support in an appendix).

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From:	HINF Graduate Advisor
To:	Sandy Polomark - Acting Administrative Officer
Subject:	Fw: request for program change review - HINF MSc
Date:	January 28, 2021 1:09:31 PM
Attachments:	Appendix HINF Proposal MSc changes Nov 19 2020.docx
	HINF Proposal MSc stream changes for January 2022 v3_3Dec2020.docx

Karen Courtney, PhD, RN
Graduate Advisor
School of Health Information Science
University of Victoria

hinfgradadvisor@uvic.ca
250-721-8599

I acknowledge with respect the Lekwungen-speaking peoples on whose traditional territory the University stands and the Songhees, Esquimalt and WSÁNEC peoples whose historical relationships with the land continue to this day. The process of colonization is ongoing as are resistances to it. My intention is that the research and teaching I do be in the service of decolonization.

From: HINF Graduate Advisor
Sent: Monday, December 14, 2020 12:59 PM
To: Robin Hicks, Acting Associate Vice-President Academic Planning
Cc: HINF Graduate Advisor
Subject: request for program change review - HINF MSc

Hi -

The School of Health Information Science will be submitting a proposal for changes to our MSc program. After talking with James, at Calendar, we are targeting Cycle 3 this year with an admission implementation date of Fall 2022.

In our MSc program, we currently offer 2 streams: Distributed and On-Campus. Each stream offers an option of Research Project or Thesis. We plan to differentiate the two streams more clearly based on the type of research output of the students (i.e. Research Project or Thesis). The majority of the Distributed stream students have been enrolled in the Research Project (along with 13.5 units of coursework). On the other hand, many of the On-Campus stream students have completed the Thesis (along with 10.5 units of courses). We therefore want to rename the Distributed Stream to be the Research Project Stream, and to rename the on-Campus stream to be the Thesis stream. This will reflect what is happening currently in terms of students in the Masters program. Distinguishing the two streams this way would also simplify and clarify the situation, based on fundamental academic differences (i.e. research)

between the two streams (as opposed to location–based differences). Furthermore, at this time, only two courses in the On-campus stream require in-person, on-campus attendance. This can cause confusion for applicants and additional administrative burden for School staff and faculty. We are proposing to maintain two streams for our MSc program, but differentiate the streams based on the type of student research output required, rather than class or student location. This change will have no impact on fees for the two streams.

Currently, both MSc streams use the same admission criteria and the choice of completing a thesis is based on permission of the supervisor and the School's Director. Because students may not discuss the possibility of working on a thesis rather than a research project until later in their program, valuable time is lost in making sure students have the written communication skills needed to successfully complete a thesis. We are proposing different admission criteria for each stream in order to facilitate early identification of thesis students and successful completion within the program timeline.

I'm happy to discuss and answer any questions you may have about our proposed changes. I've attached our proposal and Appendix.

Thanks,

Karen

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Graduate Advisor
School of Health Information Science
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hinfgradadvisor@uvic.ca
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Sandy Polomark - Acting Administrative Officer

From:	Anastasia Mallidou
Sent:	January 28, 2021 10:46 PM
To:	HINF Graduate Advisor; Anne Bruce
Cc:	Sandy Polomark - Acting Administrative Officer; HINF Grad Secretary
Subject:	RE: Consultation for MSc changes

Hello Karen,

Anne Bruce, Associate Director Graduate Education, and I as the NUHI Coordinator for the double degree program of Master's in Nursing and Health Informatics, are both aware of the proposed changes, which do not affect the double degree program.

Kind regards,

Anastasia

****
Anastasia A. Mallidou, RN, PhD
Associate Professor
School of Nursing
University of Victoria
Tel: +1 250-472-5663
Fax: +1 250-721-6231
Email: mallidou@uvic.ca
https://www.uvic.ca/hsd/nursing/people/home/faculty/profiles/mallidou.php
Research Affiliate, Institute on Aging & Lifelong Health (IALH; former Center on Aging) (http://www.coag.uvic.ca)
Research Affiliate in Fraser Health Authority (http://www.fraserhealth.ca)
Affiliated Investigator in Vancouver Coastal Health Authority Research Institute (VCHRI) (https://www.vchri.ca/)
http://orcid.org/0000-0001-6094-567X

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1

"Beware of the people of power, and avarice, and wealth. Because the more intelligent they are, the better they'll be at distorting reality and convincing us that what's good for them is good for the world when it's just the opposite." — Noam Chomsky

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From: HINF Graduate Advisor <hinfgradadvisor@uvic.ca>
Sent: Thursday, January 28, 2021 4:12 PM
To: Anastasia Mallidou <mallidou@uvic.ca>; Anne Bruce <abruce@uvic.ca>
Cc: Sandy Polomark - Acting Administrative Officer <hinfprog@uvic.ca>; HINF Grad Secretary <hisgrad@uvic.ca>; HINF Graduate Advisor <hinfgradadvisor@uvic.ca>
Subject: Consultation for MSc changes
Importance: High

Hi -

The School of Health Information Science will be submitting a proposal for changes to our MSc program.   We are targeting an admission implementation date of Fall 2022.

In our MSc program, we currently offer 2 streams: Distributed and On-Campus. Each stream offers an option of Research Project or Thesis. We plan to differentiate the two streams more clearly based on the type of research output of the students (i.e. Research Project or Thesis). The majority of the Distributed stream students have been enrolled in the Research Project (along with 13.5 units of coursework). On the other hand, many of the On-Campus stream students have completed the Thesis (along with 10.5 units of courses). We therefore want to rename the Distributed Stream to be the Research Project Stream, and to rename the on-Campus stream to be the Thesis stream. This will reflect what is happening currently in terms of students in the Masters program. Distinguishing the two streams this way would also simplify and clarify the situation, based on fundamental academic differences (i.e. research) between the two streams (as opposed to location–based differences). Furthermore, at this time, only two courses in the On-campus stream require in-person, on-campus attendance. This can cause confusion for applicants and additional administrative burden for School staff and faculty. We are proposing to maintain two streams for our MSc program, but differentiate the streams based on the type of student research output required, rather than class or student location. This change will have no impact on fees for the two streams.

Currently, both MSc streams use the same admission criteria and the choice of completing a thesis is based on permission of the supervisor and the School's Director. Because students may not discuss the possibility of working on a thesis rather than a research project until later in their program, valuable time is lost in making sure students have the written communication skills needed to successfully complete a thesis. We are proposing different admission criteria for each stream in order to facilitate early identification of thesis students and successful completion within the program timeline.

We are not proposing any changes to the double degree program or course offerings.

These changes have been approved by the HSD faculty last week.   Because we share the double degree program, Grad Studies felt it would be helpful to have an email from Nursing stating that you were aware of the changes and that they do not affect the double degree program.   Would you be willing to send an email with your support?   I've copied Anne because I was unsure if the email needed to come from you as the NUHI program coordinator or Anne as Associate Director Graduate

Education. I know this is short notice, but we're trying to get on the agenda for a Monday meeting. If it's possible to send us an email by tomorrow, it would be greatly appreciated.

I'm happy to discuss and answer any questions you may have about our proposed changes. I've attached our proposal and Appendix.

Thanks,

Karen

Karen Courtney, PhD, RN
Graduate Advisor
School of Health Information Science
University of Victoria

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250-721-8599

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From:	HINF Graduate Advisor
To:	Robina Thomas, IACE Executive Director; Mary McCue - IACE Office Administrator
Cc:	Sandy Polomark - Acting Administrative Officer; HINF Grad Secretary; HINF Graduate Advisor
Subject:	Proposed changes to HINF MSc program, review requested
Date:	January 28, 2021 1:49:25 PM
Attachments:	Appendix HINF Proposal MSc changes Nov 19 2020.docx
	HINF Proposal MSc stream changes for January 2022 v3_16Dec2020.pdf

Hi -

The School of Health Information Science will be submitting a proposal for changes to our MSc program.   After talking with James, at Calendar, we are targeting Cycle 3 this year with an admission implementation date of Fall 2022.

In our MSc program, we currently offer 2 streams: Distributed and On-Campus. Each stream offers an option of Research Project or Thesis. We plan to differentiate the two streams more clearly based on the type of research output of the students (i.e. Research Project or Thesis). The majority of the Distributed stream students have been enrolled in the Research Project (along with 13.5 units of coursework). On the other hand, many of the On-Campus stream students have completed the Thesis (along with 10.5 units of courses). We therefore want to rename the Distributed Stream to be the Research Project Stream, and to rename the on-Campus stream to be the Thesis stream. This will reflect what is happening currently in terms of students in the Masters program. Distinguishing the two streams this way would also simplify and clarify the situation, based on fundamental academic differences (i.e. research) between the two streams (as opposed to location–based differences). Furthermore, at this time, only two courses in the On-campus stream require in-person, on-campus attendance. This can cause confusion for applicants and additional administrative burden for School staff and faculty. We are proposing to maintain two streams for our MSc program, but differentiate the streams based on the type of student research output required, rather than class or student location. This change will have no impact on fees for the two streams.

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Sandy Polomark - Acting Administrative Officer

From:	Syed Sibte Raza Abidi <ssrabidi@dal.ca>
Sent:	February 1, 2021 3:59 PM
To:	HINF Graduate Advisor
Cc:	Syed Sibte Raza Abidi; Sandy Polomark - Acting Administrative Officer; HINF Grad Secretary; Andre Kushniruk
Subject:	Re: Request for Letter of Support for UVic MSc Health Informatics program changes

Good Day

The Masters of Health Informatics program offered by the School of Health Information Science is a premier program with outstanding outcomes. Overall, the program is well-designed, offering quality research and project experience to its graduates.

The proposed change to the program is prudent as it will clearly differentiate the thesis and project streams, thereby providing students a clear orientation of their program from the onset. In my experience as program director of our Masters of Health Informatics program, I have noted that it is beneficial to students if they decide early on whether they want to pursue the thesis or internship option. This early decision helps students prepare themselves for their respective streams, plan their graduation dates and professional career. By clearly articulating the two streams, with their respective skill expectations and outcomes, students upon admission can determine which stream is best for their specific interests, academic background and future planning, thus avoiding the typical back and forth we see in student's decision making. I believe that the proposed change will benefit your program's quality whilst making it more transparent to the students and reducing the administrative overhead faced by staff and faculty. Given that your program draws a sizeable cohort each year, I am confident that the change will not affect your intake, rather it may improve enrolments.

I am pleased to give my support to the proposed change and wish the program much more success.

Best Regards

Syed Sibte Raza Abidi
Professor of Computer Science
Professor, Dept. of Medicine
Director of Health Informatics
Director, NICHE Research Group
Faculty of Computer Science
Dalhousie University

Personal website: https://niche.cs.dal.ca/raza_abidi/
Group Website: https://niche.cs.dal.ca

On Jan 29, 2021, at 2:26 PM, HINF Graduate Advisor <hinfgradadvisor@uvic.ca> wrote:

Sender of this email is not from within Dalhousie.

Dear Dr. Abidi -

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The School of Health Information Science will be submitting a proposal for changes to our MSc Health Informatics program (summarized below). Our Faculty of Graduate Studies has requested we seek letters of support from other Canadian universities with similar programs to ours to be included with our proposal. An email letter reply to this request would be sufficient. We are hoping to include your letter of support in our proposal before our Senate Committee on Planning meets. I realize this is short notice, but if we could receive a letter before February 12th, it would be greatly appreciated.

In our MSc program, we currently offer 2 streams: Distributed and On-Campus. Each stream offers an option of Research Project or Thesis. We plan to differentiate the two streams more clearly based on the type of research output of the students (i.e. Research Project or Thesis). The majority of the Distributed stream students have been enrolled in the Research Project (along with 13.5 units of coursework). On the other hand, many of the On-Campus stream students have completed the Thesis (along with 10.5 units of courses). _We therefore want to rename the Distributed Stream to be the Research Project Stream, and to rename the on-Campus stream to be the Thesis stream_. This will reflect what is happening currently in terms of students in the Masters program. Distinguishing the two streams this way would also simplify and clarify the situation, based on fundamental academic differences (i.e. research) between the two streams (as opposed to location–based differences). Furthermore, at this time, only two courses in the On-campus stream require in-person, on-campus attendance. This can cause confusion for applicants and additional administrative burden for School staff and faculty. We are proposing to maintain two streams for our MSc program, but differentiate the streams based on the type of student research output required, rather than class or student location. This change will have no impact on fees for the two streams.

Currently, both MSc streams use the same admission criteria and the choice of completing a thesis is based on permission of the supervisor and the School's Director. Because students may not discuss the possibility of working on a thesis rather than a research project until later in their program, valuable time is lost in making sure students have the written communication skills needed to successfully complete a thesis. _We are proposing different admission criteria for each stream in order to facilitate early identification of thesis students and successful completion within the program timeline_.

I'm happy to discuss and answer any questions you may have about our proposed changes. I've attached our proposal.

Thanks,

Karen

Karen Courtney, PhD, RN
Graduate Advisor
School of Health Information Science
University of Victoria

hinfgradadvisor@uvic.ca
250-721-8599

I acknowledge with respect the Lekwungen-speaking peoples on whose traditional territory the University stands and the Songhees, Esquimalt and WSÁNEĆ peoples whose historical relationships with the land continue to this day. The process of colonization is ongoing as are resistances to it. My intention is that the research and teaching I do be in the service of decolonization.
<HINF Proposal MSc stream changes for January 2022 v3_16Dec2020.pdf>

Sandy Polomark - Acting Administrative Officer

From:	Karim Keshavjee <karim.keshavjee@utoronto.ca>
Sent:	January 30, 2021 1:53 PM
To:	Aviv Shachak; HINF Graduate Advisor
Cc:	HINF Grad Secretary; Sandy Polomark - Acting Administrative Officer; Andre Kushniruk
Subject:	RE: Request for Letter of Support for UVic MSc Health Informatics Program Changes

Dear Karen, Andre and members of Senate Committee on Planning at the University of Victoria,

I'm delighted to be asked for my opinion and support for the proposed changes you wish to make to your program.

University of Victoria's School of Health Information Science is the first and one of the leading schools of health informatics in Canada and makes a huge contribution to education and professionalization of health informatics in Canada.

I believe the changes you are proposing to make will make health informatics easier to pursue, will help us attract better, more capable applicants and improve the overall brand of health informatics in Canada.

My sense is that Health Informatics could make a much bigger contribution to our health care system than it currently does. After all, information technology, properly implemented, can be a force-multiplier for good, as we have seen during the COVID-19 pandemic. Yet, health informatics has been under appreciated over the last 20 years.

Streamlining educational opportunities, I believe, can help make them more attractive to students and communicate a more coherent message to potential employers about the value that health informatics can bring to our society.

I fully support your efforts.

Sincerely,

Karim

Karim Keshavjee, MD, MBA, CPHIMS-CA
Assistant Professor, Teaching Stream & Interim Program Director
Master of Health Informatics (MHI & EMHI)
Institute of Health Policy, Management and Evaluation
Dalla Lana School of Public Health
University of Toronto
155 College Street, 4th Floor
Toronto, ON M5T 3M6

UNIVERSITY OF TORONTO

From: Aviv Shachak <aviv.shachak@utoronto.ca>
Sent: January 30, 2021 1:55 PM
To: HINF Graduate Advisor <hinfgradadvisor@uvic.ca>; Karim Keshavjee <karim.keshavjee@utoronto.ca>
Cc: HINF Grad Secretary <hisgrad@uvic.ca>; Sandy Polomark - Acting Administrative Officer <hinfprog@uvic.ca>; Andre

Kushniruk <andrek@uvic.ca>
Subject: Re: Request for Letter of Support for UVic MSc Health Informatics Program Changes

Hi Karen, I think this is great. Happy to support.

Aviv

Aviv Shachak (PhD)
Associate Professor and Graduate Coordinator
Institute of Health Policy, Management & Evaluation (Dalla Lana School of Public Health)
University of Toronto

Associate Professor (cross-appointed), Faculty of Information
University of Toronto

Cross-Appointed Researcher, The Wilson Centre for Research in Education (University Health Network and University of Toronto)
Section Editor, JMIR Medical Education (http://mededu.jmir.org/)

Address:
Institute of Health Policy, Management & Evaluation
Health Sciences Building
University of Toronto
155 College St.
Toronto, Ontario M5T 3M6
Phone: 416-978-0998
Fax: 416-978-7350

On 2021-01-29 1:33 p.m., HINF Graduate Advisor wrote:

> **EXTERNAL EMAIL:**
> Dear Dr. Keshavjee and Dr. Shachak,
>
> The School of Health Information Science will be submitting a proposal for changes to our MSc Health Informatics program (summarized below). Our Faculty of Graduate Studies has requested we seek letters of support from other Canadian universities with similar programs to ours to be included with our proposal. An email letter reply to this request would be sufficient. We are hoping to include your letter of support in our proposal before our Senate Committee on Planning meets. I realize this is short notice, but if we could receive a letter before February 12th, it would be greatly appreciated.
>
> In our MSc program, we currently offer 2 streams: Distributed and On-Campus. Each stream offers an option of Research Project or Thesis. We plan to differentiate the two streams more clearly based on the type of research output of the students (i.e. Research Project or Thesis). The majority of the Distributed stream students have been enrolled in the Research Project (along with 13.5 units of coursework). On the other hand, many of the On-Campus stream students have completed the Thesis (along with 10.5 units of courses). _We therefore want to rename the Distributed Stream to be the Research Project Stream, and to rename the on-Campus stream to be the Thesis stream_. This will reflect what is happening currently in terms of students in the Masters program. Distinguishing the two streams this way would also simplify and clarify the situation, based on fundamental academic differences (i.e. research) between the two streams (as opposed to location–based differences). Furthermore, at this time, only two courses in the On-campus stream require in-person, on-campus attendance. This can cause confusion for applicants and additional administrative burden for School staff and faculty. We

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are proposing to maintain two streams for our MSc program, but differentiate the streams based on the type of student research output required, rather than class or student location. This change will have no impact on fees for the two streams.

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I'm happy to discuss and answer any questions you may have about our proposed changes. I've attached our proposal.

Thanks,

Karen

Karen Courtney, PhD, RN
Graduate Advisor
School of Health Information Science
University of Victoria

hinfgradadvisor@uvic.ca
250-721-8599

I acknowledge with respect the Lekwungen-speaking peoples on whose traditional territory the University stands and the Songhees, Esquimalt and WSÁNEĆ peoples whose historical relationships with the land continue to this day. The process of colonization is ongoing as are resistances to it. My intention is that the research and teaching I do be in the service of decolonization.

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Institute of Health Policy, Management & Evaluation
UNIVERSITY OF TORONTO

February 1, 2021

To whom it may concern,

I am writing this letter to support the proposed changes to the M.Sc. in Health Informatics program. The School of Health Information Science is the oldest and leading program in Health Informatics in Canada. Over the years, it has contributed consistently to the advancement of this profession, which is essential for improving our health system, in Canada. It has also inspired other programs including ours at IHPME.

The proposed changes are consistent with the way we organize our programs at IHPME: we offer a professional Master of Health Informatics (MHI) program and a research (thesis-based) emphasis in Health Informatics Research within our M.Sc. in Health Services Research degree concentration. These changes will make a clearer distinction between thesis and non-thesis streams within the School of Health Information Science and will make it easier for applicants and current students to make career choices based on their aptitude for research. I believe these changes will help the school attract better, more capable applicants and improve the overall brand of health informatics in Canada.

Sincerely,

Original signed by Aviv Shachak

Aviv Shachak (Ph.D.)
Associate Professor
Graduate Coordinator
Institute of Health Policy, Management and Evaluation (IHPME)
University of Toronto

University of Victoria | Senate Committee on Planning

MEMO

Date: March 24, 2021

To: Senate

From: Senate Committee on Planning

Re: **Proposed name change to the Faculty of Engineering**

At its meeting on March 2, 2021, the Senate Committee on Planning considered the proposed name change to the Faculty of Engineering to the Faculty of Engineering and Computer Science. The name change will enable all members of the Faculty as well as external audiences to see that Computer Science is a integral part of the Faculty.

The following motion is recommended:

Motion: That Senate approve, and recommend to the Board of Governors that it also approve the proposed name change to the Faculty of Engineering and Computer Science, as described in the document "Change of the name of a faculty".

Respectfully submitted,

2020-2021 Senate Committee on Planning

Robin Hicks, (Chair), Acting, AVPAP	Graham McDonough, Curriculum and Instruction
Evan Roubekas, Student Senator	Sang Nam, Business
Stephen Evans, Graduate Studies	Abdul Roudsari, Health Information Science
Jo-Anne Clarke, Continuing Studies	Nilanjana Roy, Economics
Rishi Gupta, Civil Engineering	Ada Saab, Associate University Secretary
Andrea Giles, Co-op Education	Ralf St. Clair, Education
Nicole Greengoe, Office of the Registrar	Cindy Holder, Humanities
Lisa Kalynchuk, VP Research	Rustom Bhiladvala, Mechanical Engineering
Valerie S. Kuehne, VPAC	Brooklynn Trimble, GSS Representative
Adam Con, Fine Arts	Andrew Newcombe, Law
Matthew Koch, Hispanic & Italian Studies	Sandra Duggan, Secretary, VPAC

UNIVERSITY OF VICTORIA

STANDARD TEMPLATE FOR PROGRAM CHANGE – UNDERGRADUATE

Change of the name of a faculty

Dean's Name and Date of consultation with AVPAP: Peter Wild	Dean signature:
Name of contact person: Peter Wild	
Email & phone of contact person: engrdean@uvic.ca, 250-721-8612	
Date approved by Department:	Chair/Director signature:
Date approved by Faculty: October 6, 2020	Dean signature:
Date of Consultation with Co-operative Education Program and Career Services (if applicable)	Executive Director signature:
Date of Consultation with Indigenous Academic and Community Engagement	Executive Director signature:
Resource Consultations – Other: (*e.g. space, Faculty, staff)* Not applicable	

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Change of the name of a faculty

PROPOSAL (up to 4,000 words plus appendices)

A. Identification of the change

Name, Location, Academic units (Faculties, departments, or schools)	Faculty of Engineering
Anticipated implementation date of change	May 1, 2021
Name, title, phone number and e-mail address of contact person	Peter Wild, Acting Dean of Engineering Engrdean@uvic.ca 250-721-8612

B. History and context of the program indicating value and impact of the program change

Include a description of how the proposed change relates to similar programs in your unit and comparable programs outside UVIC. Provide a rationale for the change and describe the impact on students. How does the proposed change align with unit/Faculty/UVIC strategic plans and priorities?

The Faculty of Engineering at the University of Victoria comprises four departments: Civil Engineering (CIVE), Computer and Electrical Engineering (ECE), Mechanical Engineering (MECH) and Computer Science (CS). CIVE, ECE and MECH offer six accredited engineering programs, one of which, Software Engineering, is a joint offering of ECE and CS. CS offers BSc degrees in Computer Science, including a number of combined programs which are offered jointly with departments outside of the Faculty (e.g., Computer Science and Health Information Science, Computer Science and Geography--Geomatics, Music and Computer Science, Computer Science and Visual Arts, Computer Science and Mathematics, Computer Science and Statistics, Computer Science and Psychology, and Computer Science and Physics).

The presence of CS in the Faculty of Engineering is a distinguishing feature of UVic as we are one of a small number of Canadian Universities at which a Computer Science department or program is hosted within a Faculty/School of Engineering (or Applied Science). Others include Simon Fraser University, McMaster University, York University, University of Ottawa and Concordia University. This unique arrangement enabled our Faculty to develop a Bachelor of Software Engineering program that was the first such accredited program in BC and the second such accredited program in Western Canada. There is potential to further exploit this unique arrangement to foster interdisciplinary research, enrich our undergraduate and graduate offerings and promote the faculty and the university to external audiences.

The current name of the Faculty, however, is not explicitly inclusive of all members of the CS Department. Although some members do identify as (Software) Engineers, most identify as Computer Scientists and many of these do not see themselves as Engineers. Also, the Department, which at many institutions is in the Faculty of Science, is often overlooked by the external community when viewing the calendar or attending outreach activities and even, on occasions, by the internal UVic community. This lack of identification and these oversights aggravate what, at times,

presents as a philosophical divide between Engineering and Computer Science interests within the Faculty and impedes us from fully capitalizing on the potential opportunities presented by CS and Engineering students, staff and faculty under the same roof.

It is, therefore, proposed that the name of the Faculty of Engineering be changed to the *Faculty of Engineering and Computer Science*. This change would allow all members of the Faculty to see themselves in the name of the Faculty and would enable audiences external to the Faculty and the University to see that Computer Science is an integral part of the Faculty. This proposed new name is

On October 6, 2020, Faculty Council voted in support of the proposed name change (Yes – 26; No – 2; Abstention – 2) and this proposed change has also been approved by this incoming Dean of Engineering, Dr. Mina Hoorfar.

This proposed change has been discussed with the Dean of Science, Dr. Peter Loock. Dean Loock has consulted with his Chairs and provided us with the attached letter of support. The Acting Dean of Social Science, Dr. Graham Voss also supports this change (please see attached email). The Deans of Engineering at UBC and SFU have also been consulted and their letters of support are attached.

C.   Indicators of labour market and student demand. (not required for requests for program discontinuation)

Not applicable

D.   Areas of research & teaching specialization and evidence of adequate faculty complement.

Not applicable

E.   Does the proposed change have an impact on current policies (admissions, student evaluation, supervision, oral examinations)? If yes, provide details.

No effect on current policies

F.   Curriculum design (Include draft curriculum as Appendix) (not required for requests for program discontinuation)

Indicate the requirements and design, including core and elective courses and total program units. Identify which courses already exist at UVic and any new courses required.

Not applicable

Does the program change include opportunities for experiential learning or other forms of community engagement or research-enriched learning?

- Describe use and anticipated outcomes of practica, Co-op, work terms, or other forms of experiential learning and the unit's plans and support to develop placement opportunities. Obtain line authority signature for any resource commitments.

- Opportunities for community engaged and research-enriched learning

Not applicable

Does the program design include plans for distance education delivery? If yes, provide details.

Not applicable

Identify the program learning outcomes.

Not applicable

Provide anticipated times to completion.

Not applicable

Describe any plans for international or indigenous opportunities or perspectives.

 Not applicable

Plans for integration of teaching and research.

Not applicable

G.   Anticipated enrolment and student financial support plan (not required for requests for program discontinuation)
Not applicable
H.   Resource requirements. Indicate any resources required (faculty & staff appointments, space, library)
None
I.   Indicate related undergraduate programs in other British Columbia post-secondary institutions.
UBC, UBCO, SFU, UNBC, BCIT and TRU all host accredited engineering undergraduate programs.
Provide evidence of consultation with related programs and UVic Departments/Faculties participating or affected by the program change (emails/letters of support in an appendix).

Faculty of Science, Office of the Dean

P.O. Box 1700 STN CSC

Victoria, BC V8W 2Y2

T | 250-721-7062 W | uvic.ca/science t | @uvicscience

MEMO

Date: November 2, 2020

To: Peter Wild, Acting Dean, Faculty of Engineering

From: Dr. Peter Loock, Dean, Faculty of Science

Re: **Name change of the Faculty of Engineering**

Dear Dr. Wild,

Thank you for consulting regarding your proposed name change of the Faculty of Engineering to the *Faculty of Engineering and Computer Science*. I consulted with the six Chairs and director of the Faculty of Science and all of us really appreciate being involved with this decision.

We understand the need to change the name of your faculty. The Chairs and I believe that your proposed name reflects the activities in your faculty very well, without creating confusion or causing unnecessary overlap with the activities in our "Faculty of Science".

With this note we fully support the proposed name change.

Best regards

Digitally signed by Hans-Peter
Loock
Date: 2020.11.02 17:42:52 -08'00'

From:	Engineering Dean
To:	Dean of Social Sciences
Subject:	RE: Letter/email of support
Date:	November 30, 2020 5:38:00 PM

Thank you, Graham.

Peter

From: Dean of Social Sciences
Sent: November 30, 2020 5:38 PM
To: Engineering Dean <engrdean@uvic.ca>
Subject: Re: Letter/email of support

Dear Peter,

I fully support this proposed change in name. The rationale you provide is very convincing and I am very sympathetic to the need to present the Faculty accurately, both inside and outside of the University. The need you present for inclusivity is also compelling.

Please let me know if you need something more formal or detailed. I would be happy to provide it.

Best,
Graham

_____

Dr Graham Voss, Professor, Economics
Acting Dean, Faculty of Social Sciences
University of Victoria

I acknowledge with respect the Lekwungen peoples on whose traditional territory the university stands and the Songhees, Esquimalt and WSÁNEC peoples whose historical relationships with the land continue to this day.

From: Dean of Engineering <engrdean@uvic.ca>
Date: Monday, November 30, 2020 at 15:34
To: Dean of Social Sciences <soscdean@uvic.ca>
Subject: Letter/email of support

Hi Graham

I'm writing to request your support, as Dean of Social Sciences, for a proposed change to the name of the Faculty of Engineering.

As you likely are aware, the Faculty of Engineering at UVic hosts three engineering departments (i.e., civil, mechanical and electrical & computer) and the Department of Computer Science. The presence of computer science in the Faculty of Engineering is a distinguishing feature of UVic as we are one of a small number of Canadian Universities at which a computer science department or program is hosted within a faculty/school of engineering. Others include Simon Fraser University, McMaster University, York

University, University of Ottawa and Concordia University. This arrangement enables our Faculty to offer a Bachelor of Software Engineering program, supports interdisciplinary research and enriches our undergraduate and graduate offerings.

The current name of the Faculty, however, is not explicitly inclusive of all members of the Department of Computer Science. Although some members do identify as (software) engineers, most identify as computer scientists and many of these do not see themselves as engineers. Also, the department, which at many institutions is in the faculty of science, can be overlooked by the external community when viewing the website, calendar or attending outreach activities. This lack of identification impedes us from fully capitalizing on the potential opportunities presented by having computer science and engineering students, staff and faculty under the same roof.

We are, therefore, proposing that the name of the Faculty of Engineering be changed to the *Faculty of Engineering and Computer Science.* This change would allow all members of the Faculty to see themselves in the name of the Faculty and would enable audiences external to the Faculty and the University to see that computer science is an integral part of the Faculty.

I would be grateful if you could provide a brief a letter or email, on behalf of your Faculty, supporting this name change. Please let me know if you have any questions or would like to discuss this.

Thank you

Peter

_____
Peter Wild, Ph.D.,P.Eng.
Professor & Acting Dean, Faculty of Engineering
University of Victoria, P.O. Box 1700, Victoria, B.C., V8W 2Y2
engrdean@uvic.ca   250-721-8612

FACULTY OF APPLIED SCIENCES

OFFICE OF THE DEAN

Tel: 1-778-782-4724
Fax: 1-778-782-5802
www.fas.sfu.ca

ADDRESS
ASB 9861
Applied Science Building
8888 University Drive
Burnaby BC   V5A 1S6
Canada

Peter Wild, Acting Dean
Faculty of Engineering
University of Victoria
P.O. Box 1700, Victoria, B.C.
V8W 2Y2

4 January 2021

Re: Proposed name change of UVic Faculty of Engineering.

Dear Peter,

   Thank you for providing me with the opportunity to comment on the proposed change of the name of your *Faculty of Engineering* to the *Faculty of Engineering and Computer Science*.

As dean of SFU's Faculty of Applied Sciences (FAS) and professor in the School of Computing Science within FAS, I unreservedly support the use of a name that is both more inclusive and more accurate. Computer scientists by and large do not see themselves as engineers, and are not professionally accredited as engineers. The proposed new name supports this distinction.

In our case, the use of "Applied Sciences" in the plural also conveys the sense of inclusion that extends beyond engineering. Like your faculty, the inclusion of CS with engineering also facilitates the agile creation of programmes that combine various applied sciences. An example of this would be your own software engineering programme, but there are many other possibilities. What our name does not do is reflect the growing prominence, both internally and externally, of computer science both as an independent academic discipline and its interleaving with many other disciplines. For this reason, I believe the name being proposed for your faculty is more appropriate, inclusive, and reflective of the future.

Yours sincerely,

 Original signed by Eugene Fiume

Eugene Fiume, FRSC
Professor and Dean

SIMON FRASER UNIVERSITY   ENGAGING THE WORLD

THE UNIVERSITY OF BRITISH COLUMBIA

Faculty of Applied Science
Office of the Dean
5000 – 2332 Main Mall
Vancouver, BC Canada V6T 1A4

Phone 604 822 6413
Fax 604 822 7006
www.apsc.ubc.ca

December 10, 2020

Acting Dean and Professor
Faculty of Engineering
University of Victoria
3800 Finnerty Road
Victoria, BC
V8P 5C2

Dear Dean Wild,

As Dean of the Faculty of Applied Science at the University of British Columbia, I fully support the Faculty of Engineering at the University of Victoria's proposal to change their name to the *Faculty of Engineering and Computer Science.* This change would allow all members of the Faculty to see themselves in the name of the Faculty and would enable audiences external to the Faculty and the University to see that computer science is an integral part of the Faculty.

Yours sincerely,

Original signed by James Olson

James Olson, PhD, P.Eng, FCAE
Dean, Faculty of Applied Science

MEMORANDUM

Date: 24 March 2021

To: **Senate**

From: **Dean Susan Breau, Faculty of Law**

Re: **Removing Law Faculty Exemption for Fall Reading Break**

The Faculty of Law has had an exemption from the University's fall reading break since 1982. Subsequent Senate reviews and revisions regularly included an exception to the Fall Reading Break for the Faculty of Law.

At its February 2021 meeting, Law Faculty Council passed the following motion:

> *That Faculty Council approve a Faculty of Law request that the University Senate remove the Faculty of Law's exemption to the scheduling of the University's fall reading break.*

Accordingly, the Faculty is seeking Senate approval to remove the current exemption effective Fall 2021.

I have attached the Curriculum Committee's memo to Law Faculty Council setting out the background to the exemption, and the rationale for its recommendation that the exemption be removed.

MEMORANDUM

To: Law Faculty Council

From: **Faculty Curriculum Committee** (Elizabeth Adjin-Tettey, Claire Burton-Doyle, Rebecca Johnson, Freya Kodar, Stephanie Lawless, Yvonne Lawson, David Milward, Meg Monteith, Andrew Newcombe)

Date: 17 February 2021

Re: **Faculty Council Approval for 3-Day Fall Reading Break**

The purpose of this memo is to set out the Curriculum Committee's recommendation to Faculty Council that it approve the scheduling of an annual three-day fall reading break beginning fall 2021.

Background

The University of Victoria has an annual three day reading break scheduled around the Remembrance Day statutory holiday. In fall 2021, the reading break is scheduled from Wednesday November 10 to Friday, November 12.

Unlike the rest of the university, the Faculty of Law does not have a fall reading break. The exact reasons for this are not entirely clear. In the early 1970s, UVic had a 15-week term. In January 1973 (before the Faculty of Law was established), Senate approved a mid-fall break of two days including Remembrance Day. The UVic Law Academic Year Calendar for 1976-1977 provides for a two-day Reading Break.

According to the University Secretary's office, in January 1982 Senate approved extending the fall and spring reading breaks to three days. The minutes of the Senate meeting state that: "*Dean Robinson requested that because the Faculty of Law requires 15 weeks of classes in each term, the extension of the reading break not apply to that Faculty. This was noted for the record*". As a result, the Faculty of Law has had an exemption from the fall reading break since 1982.

It appears that when the Faculty of Law was created, one of the conditions for the Law Society of British Columbia's grant of "approved law school" status was that the academic term be of a specified length. However, since 2015, the accreditation of Canadian common law programs has been governed by Federation of Law Societies of Canada's National Requirement.[1] The National Requirement does not impose any requirements with respect to the length of the academic term. The only requirement is that "The law school's academic program for the study of law consists of three full-time academic years or equivalent, which is 90 course credits.".[2]

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[1] See <https://flsc.ca/wp-content/uploads/2018/01/National-Requirement-Jan-2018-FIN.pdf>
[2] The JD and JD/JID programs meet this requirement.

From 2015-2017, UVic Senate considered a proposal to extend fall reading break to a full week. In 2016 and 2017, the Senate Committee on Agenda and Governance (SCAG) considered that it was not possible to extend fall reading break within existing academic and operational parameters, such as the start date of orientation and academic policy requirements (an academic term is required to have between 59 and 62 days of instruction). SCAG considered whether days of instructional time could be gained by compressing the examination period by holding exams on Sunday (there are already exams scheduled on Saturdays outside of the Faculty of Law), but found that there was not support for holding exams on Sunday. As a result, SCAG was not able to present a recommendation to Senate to extend the fall reading break to a full week.

In its January 2019 report, the *Ad Hoc* Committee on Curriculum and Pedagogy Review, recommended that the Faculty should institute a full week fall term reading break to allow students time to integrate their learning, prepare for mid-term exams, work on assignments and papers and to promote well-being. The *Ad Hoc* Committee noted that a number of law faculties have moved to having full week reading breaks in both terms.

Although the Curriculum Committee agrees with the *Ad Hoc* Committee that having a full-week reading break is desirable, this would require either beginning fall classes earlier and/or extending the date for the last day of classes. For example, in fall 2021, the current UVic academic schedule has classes starting on Wednesday, 8 September 2021 and ending Friday, 3 December 2021. During this period, there are four days with no classes (Thanksgiving and the three days for fall reading break), leaving 59 instructional days (the minimum for an academic term). In order to have a full week reading break in fall 2021, the academic terms would have to be extended two days. This would likely require compression of the exam schedule and more pressure on students who have multiple exams.

The Committee is of the view that the best way forward is for the Faculty of Law to seek Senate approval to remove the Faculty of Law's exemption from the general university scheduling of fall reading break. This would ensure that beginning in fall 2021 the Faculty of Law benefits from a fall reading break.

Although the idea of a full-week reading break has merits, the implications and potential downsides of this idea require more discussion and consultation. Given the uncertainties that exist due to the pandemic and recent changes to how exams are being administered through Brightspace, the Committee considers that moving incrementally to a three day fall reading break is the best option.

Proposed Motion

That Faculty Council approve a Faculty of Law request that the University Senate remove the Faculty of Law's exemption to the scheduling of the University's fall reading break.