



University
of Victoria

The next open meeting of the Senate of the University of Victoria is scheduled for Friday, February 1, 2019 at 3:30 p.m. in the Senate and Board Chambers, University Centre, Room A180.

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

- 1. APPROVAL OF THE AGENDA** **ACTION**

- 2. MINUTES** **ACTION**
 - a. January 11, 2019 (**SEN-FEB 1/19-1**)
Motion: That the minutes of the open session of the meeting of the Senate held on January 11, 2019 be approved and that the approved minutes be circulated in the usual way.

- 3. BUSINESS ARISING FROM THE MINUTES .**

- 4. REMARKS FROM THE CHAIR** **INFORMATION**
 - a. President's Report

- 5. CORRESPONDENCE**

- 6. PROPOSALS AND REPORTS FROM SENATE COMMITTEES**
 - a. Senate Committee on Admission, Re-registration and Transfer - Dr. Sandra Hundza, Chair
 - i. Minimum admission requirement for secondary school mathematics - Peter Gustavson School of Business (**SEN-FEB 1/19-2**) **ACTION**
Motion: That Senate approve a minimum final grade of 67% for Pre-Calculus 12 be required for admission to the School of Business effective September 2020, and that this requirement be published in the May 2019 edition of the undergraduate academic calendar.
 - ii. Changes to Admissions GPA for BSW Program - Faculty of Human and Social Development (**SEN-FEB 1/19-3**) **ACTION**
Motion: That Senate approve the proposed change to the admissions GPA requirement for the Bachelor of Social Work Program effective September 2020 entry point, and that this requirement be published in the May 2019 undergraduate academic calendar.

b. Senate Committee on Academic Standards - Dr. Sara Beam, Chair

- i. Minimum GPA for Students to Remain in the Bachelor of Social Work Program (**SEN-FEB 1/19-4**)

ACTION

Motion: That Senate approve the revisions to the minimum GPA from 4.0 to 3.5 for academic performance for students in the Bachelor of Social Work Program.

- ii. Changes to GPA for Admissions to Honours Program in Psychology (**SEN-FEB 1/19-5**)

ACTION

Motion: That Senate approve the proposed revision to the Honours requirement for the Faculty of Social Sciences' Psychology program effective May 2019.

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

- i. New and Revised Awards (**SEN-FEB 1/19-6**)

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:

- Maureen Wayne Memorial Bursary (revised)*
- Thomas & Elizabeth Mayne Scholarship in Theatre (revised)
- Anthony Dawson Justice Award (revised)*
- Andrew Rippin Memorial Scholarship (new)*

* *Administered by the University of Victoria Foundation*

d. Senate Committee on Curriculum - Dr. Tim Haskett, Chair

- i. 2019/2020 Cycle 1 Curriculum Changes (**SEN-FEB 1/19-7**)

ACTION

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

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

Note: The summaries of the curriculum changes from the faculties have been included in the docket. The complete curriculum submissions can be reviewed in the Office of the University Secretary starting on January 25, 2019.

7. PROPOSALS AND REPORTS FROM FACULTIES

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

- a. Enrolment Projections (**SEN-FEB 1/19-8**) **ACTION**

Motion: That Senate approve, and recommend to the Board of Governors that it also approve, a recommended enrolment level of 18,173 FTE for the 2019/20 academic year, subject to revisions in the event of new information regarding mandated growth, funding levels, and application rates.

9. OTHER BUSINESS

- a. Ten-Year Sessional Calendar (**SEN-FEB 1/19-9**) **ACTION**

Motion: That Senate approve the Ten-Year Sessional Calendar.

- b. Academic Year Important Dates (**SEN-FEB 1/19-10**) **ACTION**

Motion: That Senate approve the Academic Year Important Dates calendar for the period May 2020 through December 2020 for submission to the online academic calendar and for the academic calendar May 2019 publication.

- c. 2019-2020 Senate Meeting Dates and Other Important Dates (**SEN-FEB 1/19-11**) **ACTION**

Motion: That Senate approve the 2019/2020 Senate Meeting Dates and Other Important Dates.

- d. University Orator (**SEN-FEB 1/19-12**) **ACTION**

Motion: That the Senate appoint Dr. Cedric Littlewood as University Orator for a term from February 1, 2019 until June 30, 2022.

10. ADJOURNMENT



University
of Victoria

MINUTES

A meeting of the Senate of the University of Victoria was held on January 11, 2019, at 3:33 p.m. in the Senate and Board Chambers, University Centre, Room A180.

1. APPROVAL OF THE AGENDA

Prof. Cassels notified the Senate that there would be a closed session following the open session of Senate to get feedback on an issue.

Motion: (R. Lipson/S. Lewis)

That the agenda be approved as circulated.

CARRIED

2. MINUTES

a. December 7, 2018

Motion: (M. Garcia-Barrera/S. Beam)

That the minutes of the open session of the meeting of the Senate held on December 7, 2018 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

Prof. Cassels mentioned a number of recent appointments:

- Dr. Peter Wild has been reappointed as Acting Dean of Engineering until June 2020.
- Mr. Trevor Sanderson has been appointed as the new Director of Internal Audit after Tom Smith's departure. He will start on February 1st, 2019. Prof. Cassels thanked Mr. Kelly Dorin for his work as Acting Director of Internal Audit during the interim and announced that Mr. Dorin will be retiring from UVic effective February 28th, 2019.

- Dr. Nancy Wright, Associate Vice-President of Academic Planning, is stepping down from her position at the end of June. Prof. Cassels thanked Dr. Wright for her work on numerous projects and initiatives during her time in this position. Dr. Wright will transition to an academic appointment on June 30th, 2019 in the Faculty of Humanities.
- The search committee is underway for the new Vice-President Research. Dr. David Castle will remain as the Vice President Research until June 30th, 2019.
- A reminder that the term for Vice-President Academic and Provost (VPAC) will expire in 18 months.

Prof. Cassels provided an update on the Quality Assurance Process Audit recently completed by the provincial government and organized by the VPAC office. Dr. Wright will bring the results of this audit to an upcoming Senate meeting.

Prof. Cassels updated Senate on the Queenswood opening of Ocean Networks Canada on January 10th, 2019. The Hon. Jonathan Wilkinson, Minister of Fisheries, Oceans, and the Canadian Coast Guard, joined Prof. Cassels for the ceremony. Hon. Wilkinson announced \$12.6 million in funding over four years for Ocean Networks Canada under the Oceans Protection Plan.

Federally, Prof. Cassels announced the results of his December meeting with Canada's Chief Statistician, Anil Arora. Statistics Canada is interested in working with UVic in a variety of research collaborations. He encouraged those who would benefit from this opportunity to get in touch with the Vice-President Research office.

At the municipal level, Prof. Cassels, Dr. Castle, and Ms. Carmen Charette (Vice-President External Relations) met with Mayor Lisa Helps to discuss Canada's Smart Cities Challenge and a proposal to Infrastructure Canada's Smart Cities Challenge. The Smart South Island proposal is one of ten short-listed for one of two awards worth up to \$10 million and deals with smart transportation in relation to human wellness. Dr. Castle is looking for others who would be interested in contributing to the project.

Prof. Cassels reminded Senate of the President's Extraordinary Service Awards. This is an award to celebrate the outstanding contributions of individuals and teams across campus. All faculty and staff are eligible for nomination. Prof. Cassels also mentioned the university's REACH awards which celebrate the university's excellence in research and teaching.

Prof. Cassels introduced Mr. Jim Dunsdon, Associate Vice-President Student Affairs, to talk about the upcoming Mental Health Awareness Week. Mr. Dunsdon announced the week will run from January 14-18 and is a collaboration with the University of Victoria Students' Society. He mentioned a number of free activities which will be open to all campus community members.

5. CORRESPONDENCE

There was none.

6. PROPOSALS AND REPORTS FROM SENATE COMMITTEES

a. Senate Committee on Admission, Re-registration and Transfer

i. 2017/18 Annual Report

Dr. Hundza introduced the report and thanked the committee for their hard work. There were no questions.

b. Senate Committee on Agenda and Governance

i. 2017/18 Annual Report

Dr. Lepp introduced the report. There were no questions.

ii. Upcoming Senate committee vacancies

Ms. Saab reviewed the report, noting that it included vacancies for which committee members were eligible for reappointment. She briefly outlined the process for submitting nominations. There were no questions.

iii. Revisions to the Terms of Reference for the Senate Committee on Admission, Re-registration and transfer

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

Motion: (A. Lepp/S. Hundza)

That Senate approve the revisions to the terms of reference for the Senate Committee on Admission, Re-registration and Transfer.

CARRIED

c. Senate Committee on Awards

i. New and Revised Awards

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

Motion: (A. Lepp/C. Whittla)

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:

- Herta Hartmanshenn Award in Music (revised)*
- George Jennings Burnett Memorial Award (revised)*
- Mary Dorothy Jones Bessex Award (revised)*
- School of Exercise Science, Physical and Health Education Entrance Scholarship (revised)*

- School of Exercise Science, Physical and Health Education Scholarship (revised)*
- School of Exercise Science, Physical and Health Education Graduate Scholarship (revised)*
- Henry, Annie and Harry Cathcart Award (revised)*
- MBA Leadership/Citizenship Award (revised)
- MBA Pay-It-Forward Award (revised)*
- Fox Memorial Bursary (revised) *
- Phoenix Theatre Award (revised)*
- Finlayson Award (revised)*
- Jean Sally Wilson Scholarship (new)*

* *Administered by the University of Victoria Foundation*

CARRIED

d. Senate Committee on Planning

i. Proposal to Change the Name of the Software Engineering CSC Degree Option to “Software Systems”

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

Motion: (P. Wild/M. Garcia-Barrera)

That Senate approve the proposal to change the name of the Software Engineering CSC Degree Option to “Software Systems”, as described in the memorandum dated November 9, 2018.

CARRIED

ii. Proposal to Discontinue the Diploma in Fine Arts

Dr. Wright introduced the proposal. A question was raised as to what has been done to market the diploma before its discontinuance. Dr. Clarke, Dean of Continuing Studies, replied the courses are still available and are quite popular; however there is no interest in the diploma program. As a result, this motion followed the temporary suspension of the application process due to lack of interest over many years.

Motion: (M. Garcia-Barrera/S. Lewis)

That Senate approve, and recommend to the Board of Governors that it also approve, the proposal to discontinue the Diploma in Fine Arts, as described in the memorandum dated October 16, 2018.

CARRIED

iii. Proposal to Establish a Minor in Data Science

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

Motion: (R. St. Clair/C. Goto-Jones)

That Senate approve, and recommend to the Board of Governors that it also approve, the proposal to establish a Minor in Data Science, as described in the document “Minor in Data Science”, and that this approval be withdrawn if the program should not be offered within five years of the granting of approval.

CARRIED

iv. Proposed Major Program Changes to the MPA Program - Thesis Option (On Campus) and Course-Based Option (Online)

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

Motion: (M. Garcia-Barrera/P. Marck)

That Senate approve, and recommend to the Board of Governors that it also approve, the major program changes to the MPA Program – Thesis Option (On Campus) and Course - Based Option (Online), as described in the memorandum dated October 22, 2018.

CARRIED

v. Proposal to Establish a Professional Specialization Certificate in Visitor and Community Engagement

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

Motion: (D. Eso/C. Leckenby)

That Senate approve, and recommend to the Board of Governors that it also approve, the establishment of a Professional Specialization Certificate in Visitor and Community Engagement, as described in the document “Professional Specialization Certificate in Visitor and Community Engagement”, and that this approval be withdrawn if the program should not be offered within five years of the granting of approval.

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

i. Revisions to the academic AVP appointment procedures to include the position of Vice-Provost

Prof. Cassels introduced the proposal and provided background on the new leadership position. He explained that this motion was meant to update the search procedures to reflect current procedures and include this new position.

A question was asked why the Senate was not involved in the development of the new Vice-Provost position. Prof. Cassels replied that under the *University Act*, Senate does not decide on the establishment of new academic and administrative positions, but only the procedures for the search, appointment and reappointment. The creation of the new position was a judgment made after eight months of consultation and deliberation by the president and the motion is to establish the search and appointment procedures for that position.

Motion: (C. Goto-Jones/R. Lipson)

That Senate approve and recommend to the Board of Governors that the Board of Governors also approve the revised policy GV0350 Procedures for the Appointment and Re-appointment of the Vice-Provost and Academic Associate Vice-Presidents, effective February 1, 2019.

CARRIED

ii. Establishment of the Strategic Framework Chairs Program

Prof. Cassels introduced the proposal with an explanation of the program's two chairs; the University of Victoria Impact Chairs and the University of Victoria President's Chairs. The President's Chairs will be for existing faculty members and present Chairs. The Impact Chairs will oversee the four thematic elements of the Strategic Framework and is meant for the recruitment of new faculty.

A comment was made as to the difficulty in recruiting new faculty for a 5-year non-renewable Impact Chair position. Prof. Cassels explained the positions are renewable, but the Chair may not be as the theme would need to remain flexible.

Another question was asked why full professors were excluded from the Impact Chair positions. Prof. Cassels responded that these positions were meant to encourage early career academics and to recognize, reward, and retain these faculty members. The member stated that it would be good to make this clear in the description of the positions. Another member stated that there is a partner to the early career recognition in the ten President's Chairs positions for full professors.

Motion: (C. Goto-Jones/P. Marck)

That Senate recommend to the Board of Governors that the Board of Governors approve the establishment of the University of Victoria Impact Chairs and the University of Victoria President's Chairs.

CARRIED

iii. Revised Establishment and Review of Research Centres Policy (and Associated Procedures)

Dr. Castle introduced the proposal. He explained this was part of the regular review of policies. The last review of this policy was completed eight years ago. Revisions were made to reduce redundancies and make approval processes more clear.

A question was asked if the definition of research was extended to creative activities and community engagement. Dr. Castle replied that the definition did include these pursuits and would change the wording to ensure this was understood in the policy document.

Motion: (D. Castle/R. Hancock)

That Senate approve, and recommend to the Board of Governors that it also approve, the revisions to the Establishment, Review and Closure of Research Centres Policy (RH8300) and Associated Procedures.

CARRIED

iv. Revised Procedures for the Appointment and Re-Appointment of Research Centre Directors

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

Motion: (D. Castle/R. Hicks)

That the Senate approve, and recommend to the Board of Governors that it also approve, the revisions to the Procedures for the Appointment and Re-appointment of Research Centre Directors (GV0705).

CARRIED

There being no other business the meeting was adjourned at 4:18 p.m.

Senate Meeting January 11, 2019

Name	In Attendance	Regrets		Position
Alexander, David	<input type="checkbox"/>	<input type="checkbox"/>	Convocation Senator	Elected by the convocation
Andersen, Carrie	<input checked="" type="checkbox"/>	<input type="checkbox"/>	University Secretary	Secretary of Senate
Aragon, Janni	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Social Sciences	Elected by the faculty members
Baer, Doug	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Social Sciences	Elected by the faculty members
Beam, Sara	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Graduate Studies	Elected by the Faculty
Beaveridge, Chandra	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Convocation Senator	Elected by the convocation
Bengston, Jonathan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	University Librarian	Ex officio
Boyle, Patrick	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Fine Arts	Elected by the Faculty
Breau, Susan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dean, Faculty of Law	Ex officio
Burford, Neil	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Science	Elected by the Faculty
Butler-Palmer, Carolyn	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Faculty of Fine Arts	Elected by the Faculty
Calder, Gillian	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Law	Elected by the Faculty
Capson, David	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Dean, Faculty of Graduate Studies	Ex officio
Cassels, Jamie	<input checked="" type="checkbox"/>	<input type="checkbox"/>	President and Vice-Chancellor	Chair of Senate
Castle, David	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Vice-President Research	Ex officio
Clarke, Jo-Anne	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Dean, Division of Continuing Studies	Ex officio
Colby, Jason	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Humanities	Elected by the Faculty
Daisley, Nathan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Student Senator	Elected by the students
Devor, Aaron	<input type="checkbox"/>	<input type="checkbox"/>	Faculty of Social Sciences	Elected by the faculty members
Driessen, Peter	<input type="checkbox"/>	<input type="checkbox"/>	Faculty of Engineering	Elected by the Faculty
Dunsdon, Jim	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Associate Vice-President Student Affairs	By Invitation
Eso, David	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Student Senator	Elected by the students
Fairley-Beam, Iris	<input type="checkbox"/>	<input type="checkbox"/>	Student Senator	Elected by the students
Gagné, Lynda	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Human and Social Development	Elected by the Faculty
Ganley, Dale	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Peter B. Gustavson School of Business	Elected by the Faculty
Garcia-Barrera, Mauricio	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Graduate Studies	Elected by the Faculty
Gillen, Mark	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Law	Elected by the Faculty
Gilson, Jordan	<input type="checkbox"/>	<input type="checkbox"/>	Student Senator	Elected by the students
Goto-Jones, Chris	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Dean, Faculty of Humanities	Ex officio
Graham, Adrienne	<input type="checkbox"/>	<input type="checkbox"/>	Student Senator	Elected by the students
Gray, Garry	<input type="checkbox"/>	<input type="checkbox"/>	Faculty of Social Sciences	Elected by the faculty members
Hallgrimsdottir, Helga	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Social Sciences	Elected by the faculty members
Hancock, Rob	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Convocation Senator	Elected by the convocation
Hani, Maan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Student Senator	Elected by the students
Haskett, Tim	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Humanities	Elected by the faculty members
Hicks, Robin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Science	Elected by the faculty members
Hundza, Sandra	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Education	Elected by the Faculty
Kirby, Ashlee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Student Senator	Elected by the students
Klein, Saul	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Dean, Peter B. Gustavson School of Business	Ex officio
Krull, Catherine	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dean, Faculty of Social Sciences	Ex officio
Kuehne, Valerie	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Vice-President Academic and Provost	Ex officio
Kurki, Helen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Social Sciences	Elected by the Faculty
Laidlaw, Mark	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Science	Elected by the faculty members
Leckenby, Cameron	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Student Senator	Elected by the students
Lee, Isabella	<input type="checkbox"/>	<input type="checkbox"/>	Student Senator	Elected by the students
Lepp, Annalee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Humanities	Elected by the Faculty
Lewis, Susan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Dean, Faculty of Fine Arts	Ex officio
Lipson, Robert	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Dean, Faculty of Science	Ex officio
Marck, Patricia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Dean, Faculty of Human and Social Development	Ex officio
Marcy, Richard	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Human and Social Development	Elected by the Faculty
Ng, Adair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Student Senator	Elected by the students
Ni, Jack	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Student Senator	Elected by the students
Popova, Diana	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Student Senator	Elected by the students
Prendergast, Monica	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Faculty of Education	Elected by the Faculty
Rogers, Shelagh	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Chancellor	Ex officio
Russell, Carolyn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Convocation Senator	Elected by the convocation
Saab, Ada	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Acting Associate University Secretary	By Invitation
Salem, Joseph	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Fine Arts	Elected by the faculty members
Seeman, Dean	<input type="checkbox"/>	<input type="checkbox"/>	Librarian	Elected by the Professional Librarians
Smith, Brock	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Peter B. Gustavson School of Business	Elected by the Faculty
St. Clair, Ralf	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Dean, Faculty of Education	Ex officio
Struchtrup, Henning	<input type="checkbox"/>	<input type="checkbox"/>	Faculty of Engineering	Elected by the Faculty
Taylor, Wendy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Acting Registrar	By Invitation
Ulysses, Alicia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Humanities	Elected by the Continuing Sessionals
Varela, Diana	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Science	Elected by the Faculty
Warburton, Rebecca	<input type="checkbox"/>	<input type="checkbox"/>	Faculty of Human and Social Development	Elected by the faculty members
Welling, Linda	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Social Sciences	Elected by the faculty members
Whittla, Curtis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Student Senator	Elected by the students
Wiebe, Anona	<input type="checkbox"/>	<input type="checkbox"/>	Student Senator	Elected by the students
Wild, Peter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Acting Dean, Faculty of Engineering	Ex officio
Woodin, Erica	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Social Sciences	Elected by the Faculty
Wright, Bruce	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Head, Division of Medical Sciences	Additional Member
Wright, Nancy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Associate Vice-President Academic Planning	By Invitation
Wyatt, Victoria	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Fine Arts	Elected by the faculty members

MEMBERSHIP OF THE SENATE OF THE UNIVERSITY OF VICTORIA
Effective December 1, 2018

EX OFFICIO MEMBERS - University Act: Section 35 (2) (a-f)

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

MEMBERS ELECTED BY THE FACULTIES

- Section 35 (2) (g)

BUSI: Dale Ganley (30/6/19)
 Brock Smith (30/6/21)
 EDUC: Sandra Hundza (30/6/20)
 Monica Prendergast (30/6/19)
 ENGR: Peter Driessen (30/6/19)
 Henning Struchtrup (30/6/20)
 FINE: Patrick Boyle (30/06/21)
 Carolyn Butler Palmer (30/6/19)
 GRAD: Sara Beam (30/6/19)
 Mauricio Garcia-Barrera (30/6/20)
 HSD: Lynda Gagné (30/6/19)
 Richard Marcy (30/6/21)
 HUMS: Jason Colby (30/6/21)
 Annalee Lepp (30/6/19)
 LAWF: Gillian Calder (30/6/20)
 Mark Gillen (30/6/19)
 SCIE: Neil Burford (30/6/20)
 Diana Varela (30/6/20)
 SOSC: Helen Kurki (30/6/20)
 Erica Woodin (30/6/21)

MEMBERS ELECTED BY THE FACULTY MEMBERS

- Sections 35 (2) (g)

Janni Aragon – SOSC (30/6/21)
 Doug Baer - SOSC (30/6/20)
 Aaron Devor – SOSC (30/6/20)
 Garry Gray – SOSC (30/6/19)
 Helga Hallgrimsdottir – HSD (30/6/21)
 Tim Haskett – HUMS (30/6/20)
 Robin Hicks – SCIE (30/6/21)
 Mark Laidlaw – SCIE (30/6/20)

MEMBERS ELECTED BY THE FACULTY

MEMBERS (continued)

Joseph Salem – FINE (30/6/20)
 Rebecca Warburton - HSD (30/6/19)
 Linda Welling – SOSC (30/6/20)
 Victoria Wyatt - FINE (30/6/19)

MEMBERS ELECTED FROM THE STUDENT

SOCIETIES – Section 35 (2) (h)

Nathan Daisley (SOSC) (30/6/19)
 David Eso (GRAD) “
 Iris Fairley-Beam (SOSC) “
 Jordan Gilson (SOSC) “
 Adrienne Graham (SCIE) “
 Maan Hani (GRAD) “
 Ashlee Kirby (LAW) “
 Cameron Leckenby (HUMS) “
 Isabella Lee (SOSC) “
 Adair Ng (EDUC) “
 Erhan (Jack) Ni (FINE) “
 Diana Popova (GRAD) “
 Curtis Whittla (SOSC) “
 Anona Wiebe (ENGR) “
 TBD (BUS) “
 TBD (HSD) “

MEMBERS ELECTED BY THE CONVOCATION

– Section 35 (2) (i)

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

ADDITIONAL MEMBERS - Section 35 (2) (k)

Head, Division of Medical Sciences: Bruce Wright
 Member elected by the Professional Librarians:

Dean Seeman (30/06/21)

Continuing Sessional: Alicia Ulysses (30/06/20)

SECRETARY OF SENATE - Section 64 (2)

University Secretary: Carrie Andersen

BY INVITATION - Seated with specified speaking rights

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



Date: January 16, 2019

To: Members of Senate

From: Dr. Sandra Hundza
Chair, Senate Committee on Admission, Re-registration and Transfer

Re: **Minimum admission requirement for secondary school mathematics –
Peter B. Gustavson School of Business**

At its meeting of December 6th, 2018, the Senate Committee on Admission, Re-registration and Transfer (SCART) considered a proposal to establish a minimum grade of 67% on Pre-calculus 12 for students applying to the School of Business.

SCART supported the attached proposal and voted to endorse the academic calendar changes proposed by the Peter B. Gustavson School of Business.

The proposal was then referred to the Senate Committee on Academic Standards (SCAS) for further consultation. SCAS considered the proposal at its meeting of January 7, 2019 and expresses no academic standards concerns.

Recommended Motion:

That Senate approve a minimum final grade of 67% for Pre-Calculus 12 be required for admission to the School of Business effective September 2020, and that this requirement be published in the May 2019 edition of the undergraduate academic calendar.

2018/2019 Senate Committee on Admission, Re-Registration and Transfer

Dr. Sandra Hundza, Chair, Faculty of Education
Ms. Tricia Best, Associate Director, International Student Services
Ms. Sue Butler, Computer Science Academic Advising
Ms. Adrienne Graham, Student Senator
Dr. Garry Gray, Faculty of Social Sciences
Ms. Nicole Greengoe, Registrar
Dr. Cindy Holder, Associate Dean Academic Advising Faculties of Science, Social Sciences and Humanities
Mr. Cameron Leckenby, Student Senator
Mr. Joel Lynn, Executive Director, Student Services
Ms. Emma Mason, Counselling Services
Dr. Stephen Tax, Peter B. Gustavson School of Business
Dr. Diana Varela, Faculty of Science
Dr. Scott Woodcock, Faculty of Humanities
Mr. Patrick Woo, UVSS Student Representative
Ms. Laurie Barnas, Associate Registrar, Secretary



University
of Victoria

Senate Committee on
Academic Standards

MEMO

Date: January 10, 2019

To: Sandra Hundza, Chair, Senate Committee on Admission, Re-registration and Transfer

From: Ada Saab 
Acting Associate University Secretary

Re: **Minimum admission requirement for secondary school mathematics – Peter Gustavson School of Business**

At its meeting on January 7, 2019 the Senate Committee on Academic Standards considered a proposal to the Senate Committee on Admission, Re-registration and Transfer (SCART) regarding a proposal to establish a minimum grade of 67% on Pre-calculus 12 for students applying to the School of Business. Committee members had no concerns related to the academic standards of with the proposal.





MEMO

Date: December 5th, 2018

To: Senate Committee on Admission, Re-registration & Transfer

From: Laurie Barnas, Associate Registrar

Re: **Request to change minimum admission requirement for secondary school mathematics - BUSI**

Attached for your review and discussion at the December 6th, 2018 meeting, please find a proposal from Dr. Saul Klein, Dean, School of Business regarding a minimum percentage of 67% on Pre-calculus 12 for students applying to the School of Business.

Recommended Motion

That the Senate Committee on Admission, Reregistration & Transfer approve and recommends that Senate approve effective September 2020, a minimum final grade of 67% for Pre-Calculus 12 be required for admission to the School of Business and that this requirement be published in the May 2019 edition of the undergraduate academic calendar.

/attachment





University
of Victoria


PETER B. GUSTAVSON
School of Business

The world looks different from here.

Bachelor of Commerce
Gustavson School of Business
University of Victoria
PO Box 1700 STN CSC
Victoria BC V8W 2Y2 Canada

Tel 250-472-4728
bcom@uvic.ca
uvic.ca/gustavson

MEMO

Date: 15 November 2018
To: Senate Committee on Admissions, Re-Admissions and Transfers
From: Saul Klein, Dean, Peter Gustavson School of Business 
Re: Request to change minimum admission requirement for secondary school mathematics - BUSI

The Gustavson School of Business requests that SCART considers a calendar change related to the secondary school mathematics admission requirement to begin in September 2020 for the 2020-21 admissions cycle.

The proposed change places a minimum percentage of 67% on Pre-calculus 12 for students applying to the School of Business. The goal of instituting a minimum requirement for Math 12 is to ensure students coming into the program are able to succeed once they are here.

Students in year 1 and 2 of the BCom program must maintain an overall GPA of 5.0 (B) in order to progress to the senior level of our program. In addition, students must achieve a minimum grade in each of their required courses which include Math and Statistics. The minimum program requirement for Math 151 and Stats 252 is currently a C+ (65-69%).

Students who do not have the minimum 67% in Pre-calculus 12 may still gain admission to UVic through another faculty and complete Math 151(C+ or higher) during their first year.

The proposed changes impact the admission and registration of students in the BCom program minimally:

In 2016/17, there were 3 students registered with a Math 12 grade below 67%.
In 2017/18, there were 6 students registered with a Math 12 grade below 67%.
In 2018/19, there were 4 students registered with a Math 12 grade below 67%.

Please don't hesitate to let me know if you require any additional information to consider this request or if you'd like me to attend one of your meetings to discuss.

Thank you for your consideration of the proposed change.





Date: January 16, 2019

To: Members of Senate

From: Dr. Sandra Hundza
Chair, Senate Committee on Admission, Re-registration and Transfer

Re: **Changes to Admissions GPA for BSW Program – Faculty of Human and Social Development**

At its meeting of December 6th, 2018, the Senate Committee on Admission, Re-registration and Transfer (SCART) considered a proposal to adjust the admissions GPA requirement for students applying to the School of Social Work to a 3.5 GPA (from 4.0) on the 9.0 scale.

SCART supported the attached proposal and voted to endorse the academic calendar changes proposed by the Faculty of Human and Social Development.

The proposal was then referred to the Senate Committee on Academic Standards (SCAS) for further consultation. SCAS considered the proposal at its meeting of January 7, 2019 and expresses no academic standards concerns.

Recommended Motion:

That Senate approve the proposed change to the admissions GPA requirement for the Bachelor of Social Work Program effective September 2020 entry point, and that this requirement be published in the May 2019 undergraduate academic calendar.

2018/2019 Senate Committee on Admission, Re-Registration and Transfer

Dr. Sandra Hundza, Chair, Faculty of Education
Ms. Tricia Best, Associate Director, International Student Services
Ms. Sue Butler, Computer Science Academic Advising
Ms. Adrienne Graham, Student Senator
Dr. Garry Gray, Faculty of Social Sciences
Ms. Nicole Greengoe, Registrar
Dr. Cindy Holder, Associate Dean Academic Advising Faculties of Science, Social Sciences and Humanities
Mr. Cameron Leckenby, Student Senator
Mr. Joel Lynn, Executive Director, Student Services
Ms. Emma Mason, Counselling Services
Dr. Stephen Tax, Peter B. Gustavson School of Business
Dr. Diana Varela, Faculty of Science
Dr. Scott Woodcock, Faculty of Humanities
Mr. Patrick Woo, UVSS Student Representative
Ms. Laurie Barnas, Associate Registrar, Secretary



University
of Victoria

Senate Committee on
Academic Standards

MEMO

Date: January 10, 2019

To: Sandra Hundza, Chair, Senate Committee on Admission, Re-registration and Transfer

From: Ada Saab 
Acting Associate University Secretary

Re: **Changes to Admissions GPA for BSW Program – Faculty of Human and Social Development**

At its meeting on January 7, 2019 the Senate Committee on Academic Standards considered a proposal to the Senate Committee on Admission, Re-registration and Transfer (SCART) regarding a proposal to adjust the minimum grade of 3.5 GPA (from 4.0) for students applying to the School of Social Work. Committee members had no concerns related to the academic standards of the proposal.






School of Social Work

MEMORANDUM

University
of Victoria

To: Senate Committee on Admissions, Re-registration and Transfer (SCART)
c/o Laurie Barnas, Associate Registrar and Committee Secretary

From: Kundoqk, Jacquie Green, Director 

Date: Nov 29, 2018

Re: Change of Admissions GPA for BSW Program

Please accept our memo request for approval from Senate Committee on Admissions, Re-registration and Transfer (SCART) to change our admissions GPA for our Bachelor of Social Work to 3.5. This request is being put forward for Cycle 2 of the current calendar cycle.

Admission to the Bachelor of Social Work Program is based on an assessment of GPA, social work experience and a personal statement. In May 2013, the School changed the admissions GPA from 3.5 to 4.0 as the ideology discussed by Faculty council and BSW working group was to credit academic achievement in the assessment process.

As part of a recent review of BSW admissions, the BSW working group found that some applicants with strong experiences, excellent personal statements illustrate excellent SW criteria, however, these students did not meet the 4.0 GPA therefore, these students were not admitted due to overall quantitative accounts for admission into the BSW as a result of the 4.0 GPA criteria. Faculty Council approved a recommendation indicating that we as a professional school approve the change of GPA from 4.0 to 3.5 which allows us to assess and give more weight to experience summaries and personal statements and recognizes that reverting to a 3.5 GPA would not have a significant impact on student academic achievement. Hence, we are proposing to revert back to a minimum 3.5 GPA for admissions

As part of this process, we also want to note that we are proposing that students' academic performance during their third and fourth year revert back to a sessional GPA of 3.5 from the current 4.0. We are seeking approval from the Senate Committee on Academic Standing on this matter.

Recommended Motion:

That the Senate Committee on Admission, Reregistration & Transfer approve and recommend that Senate approve the proposed change to the admissions GPA requirements for Bachelor of Social work Program effective May 2019 calendar for the 2020 admissions cycle with the following change to the School Admissions Requirements (pg. 186) of the undergraduate calendar:

"Admission to the BSW program requires:

1. *Completion of a minimum of the first two years (30 units) of an undergraduate program at UVic, with an overall average of at least 4.0 3.5 (on the UVic 9.0 point scale) or better, or the equivalent at another university or community college on the last 12 units of university-transfer course work at the time of application (up to and including December).*
2. *Within the required 30 units, completion of SOCW 200A and 200B or their equivalents. 24 units should be completed from within general education subject areas. It is highly recommended that SOCW 200A and SOCW 200B or equivalents are completed prior to submitting a BSW application. Both courses MUST be completed by the September BSW start.*



Date: January 16, 2019
To: Senate
From: Senate Committee on Academic Standards
Re: **Minimum GPA for Students to Remain in the Bachelor of Social Work Program**

At its meeting on January 7, 2019, the Senate Committee on Academic Standards reviewed and approved the attached request to change the minimum GPA for students to remain in the Bachelor of Social Work Program from 4.0 to 3.5.

Recommended Motion

That Senate approve the revisions to the minimum GPA from 4.0 to 3.5 for academic performance for students in the Bachelor of Social Work Program.

/attachment

Respectfully submitted,
2018/2019 Senate Committee on Academic Standards
Sara Beam, Chair, Faculty of Graduate Studies
Janni Aragon, Faculty of Social Sciences
Laurie Barnas, Associate Registrar
Anabelle Bernard Fournier, GSS Representative
Neil Burford, Faculty of Science
Gillian Calder, Faculty of Law
Nathan Daisley, Student Senator
Stephen Evans, Faculty of Graduate Studies (VPAC designate)
Kathy Gaul, Faculty of Education
Andrea Giles, Acting Executive Director, Coop Education and Career Services
Jordan Gilson, Student Senator
Robert Hancock, Convocation Senator
Catherine Harding, Faculty of Fine Arts
Cindy Holder, Associate Dean, Academic Advising (Faculties of HUMS, SCIE, and SOSC)
Sabrina Jackson, Acting Director, Graduate Administration and Records
Michele Martin, Division of Medical Sciences
Michael Nowlin, Faculty of Humanities
Richard Rush, Division of Continuing Studies
Esther Sangster-Gormley, Faculty of Human and Social Development
Henning Struchtrup, Faculty of Engineering
Wendy Taylor, Acting Registrar
Kenneth Thornicroft, Peter B. Gustavson School of Business
Nancy Wright, Associate Vice-President Academic Planning (President's nominee)
Claire Wood, UVSS Representative
Ada Saab, Secretary, Acting Associate University Secretary



School of Social Work

MEMORANDUM

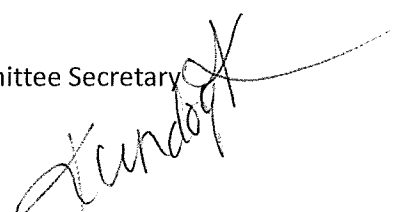
University
of Victoria

To: Senate Committee on Academic Standing (SCAS)
c/o Ada Saab, Acting Associate University Secretary and Committee Secretary

From: Kundoqk, Jacquie Green, Director

Date: Nov 29, 2018

Re: Minimum GPA for Students to Remain in the Bachelor of Social Work Program



Please accept our memo request for approval from Senate Committee on Academic Standing (SCAS). Currently, our *minimum GPA for students to remain in Bachelor of Social Work Program* is 4.0; our Faculty Council approved the recommendation from BSW working group to change the minimum GPA from 4.0 to 3.5. This request is consistent with a concurrent request to the Senate Committee on Admissions, Re-registration and Transfer (SCART) to change our minimum GPA for admissions from 4.0 to 3.5. These requests are submitted for Cycle 2 in the current calendar cycle.

Admission to the Bachelor of Social Work Program is based on assessment of GPA, social work experience and a personal statement. In May 2013, the School changed admissions criteria of GPA from 3.5 to 4.0 to give value to academic achievement in the assessment process. In May 2015 the School also changed its *minimum GPA to stay in the program* to 4.0 in order to ensure consistency between our admission practices and our practices on academic performance.

In our recent review and analysis of student admissions into the Bachelor of Social Work Program, Faculty Council and BSW working group found that some applicants with strong experiences, excellent personal statements illustrate excellent SW criteria, however, these students did not meet the 4.0 GPA therefore, were not admitted due to overall quantitative accounts for admission into the BSW as a result of the 4.0 GPA criteria. Faculty Council approved the recommendation that we as a professional school approve the change of GPA from 4.0 to 3.5 which allows us to assess and give more weight to experience summaries and personal statements. We have, therefore, proposed to revert back to a minimum 3.5 GPA for admissions and to be consistent, we also wish to revert back to a 3.5 GPA for academic performance for students in the program.



Date: January 16, 2019

To: Senate

From: Senate Committee on Academic Standards

Re: Changes of GPA for Admissions to Honours Program in Psychology

At its meeting on January 7, 2019, the Senate Committee on Academic Standards reviewed and approved the attached revision to the Honours requirements for the Faculty of Social Sciences' Psychology program.

Recommended Motion

That Senate approve the proposed revision to the Honours requirements for the Faculty of Social Sciences' Psychology program effective May 2019.

/attachment

Respectfully submitted,

2018/2019 Senate Committee on Academic Standards

Sara Beam, Chair, Faculty of Graduate Studies

Janni Aragon, Faculty of Social Sciences

Laurie Barnas, Associate Registrar

Anabelle Bernard Fournier, GSS Representative

Neil Burford, Faculty of Science

Gillian Calder, Faculty of Law

Nathan Daisley, Student Senator

Stephen Evans, Faculty of Graduate Studies (VPAC designate)

Kathy Gaul, Faculty of Education

Andrea Giles, Acting Executive Director, Coop Education and Career Services

Jordan Gilson, Student Senator

Robert Hancock, Convocation Senator

Catherine Harding, Faculty of Fine Arts

Cindy Holder, Associate Dean, Academic Advising (Faculties of HUMS, SCIE, and SOSC)

Sabrina Jackson, Acting Director, Graduate Administration and Records

Michele Martin, Division of Medical Sciences

Michael Nowlin, Faculty of Humanities

Richard Rush, Division of Continuing Studies

Esther Sangster-Gormley, Faculty of Human and Social Development

Henning Struchtrup, Faculty of Engineering

Wendy Taylor, Acting Registrar

Kenneth Thornicroft, Peter B. Gustavson School of Business

Nancy Wright, Associate Vice-President Academic Planning (President's nominee)

Claire Wood, UVSS Representative

Ada Saab, Secretary, Acting Associate University Secretary



MEMO

Department of Psychology, Faculty of Social Sciences

Cornett Building A236
250-721-7525 | 250-721-8929
psycadv@uvic.ca | www.uvic.ca/socialsciences/psychology

DATE: November 28, 2018

TO: Senate Committee on Academic Standards

FROM: David A. Medler, Undergraduate Advisor, Department of Psychology

RE: Changes of GPA for Admissions to Honours Program in Psychology

Motion: That the Senate Committee on Academic Standards approves and recommends that the Senate approve the proposed revision to the Honours requirements for the Faculty of Social Science Psychology program effective May 2019.

Background Information: Since at least the 2000-2001 Calendar Year, admission to the Honours Program in Psychology requires a minimum 6.5 GPA in all Psychology courses and a 5.0 GPA in non-Psychology courses taken at post-secondary institutions within the last five years. Furthermore, since 2013, the Honours Program also requires a minimum grade of B+ in both PSYC 300A and PSYC 300B (Statistical Methods I & II).

The GPAs and letter grades were based on the Psychology Department's grading scheme at the time as illustrated below:

Percentage	< 50	50-59	60-64	65-69	70-75	76-79	80-84	85-89	90-94	95-100
Letter Grade	F	D	C	C+	B-	B	B+	A-	A	A+
Grade Point	0	1	2	3	4	5	6	7	8	9

The original intent was that students should have an average grade within Psychology in the low – mid 80% range, with a minimum grade of 80% in PSYC 300A/B



MEMO

Reason for Change

In May 2014, the University transitioned to the following standardized grading scale

Percentage	< 50	50-59	60-64	65-69	70-72	73-76	77-79	80-84	85-89	90-100
Letter Grade	F	D	C	C+	B-	B	B+	A-	A	A+
Grade Point	0	1	2	3	4	5	6	7	8	9

The new scaling of the B and A grades had the unintended consequence of lowering the admission requirements for the Honours Program in Psychology. Unfortunately, the Psychology Department did not consider this when the original changes to the grading scale were made in 2014. The Department would like to correct this oversight to return to the original intent for admissions to the Honours Program in Psychology, especially with regards to the Psychology courses and PSYC 300A/B. We are not as concerned about the minimum requirements for the non-Psychology courses as the change is not as drastic.

Proposed Change

The Psychology Department is proposing to make the following changes to the admission requirements for the Honours Program. We propose to change the minimum GPA for Psychology courses from 6.5 to 7.0 to realign it with a minimum percentage of 80%. We also propose to change the minimum grade in PSYC 300A/B from B+ to A- which realigns it with a minimum percentage of 80%.

Thank you very much for your consideration.

A handwritten signature in black ink, appearing to read "David A. Medler".

David A. Medler





Faculty of Social Sciences
Business & Economics Building Room 456 PO Box 1700 STN CSC Victoria BC V8W 2Y2 Canada
T 250-472-5058 | F 250-472-4583 | soscoff@uvic.ca | socialsciences.uvic.ca | @UVicSocialSci

MEMO

Date: November 28, 2018

To: Ada Saab, Acting Associate University Secretary

From: Rosaline Canessa, Associate Dean – Undergraduate Studies

A handwritten signature in blue ink that reads "Rosaline Canessa".

RE: Changes of GPA for Admissions to Honours Program in Psychology

I support the submission by Psychology to change the GPA requirements for submission to the Honours Program from 6.5 to 7. This ensures there is consistency of entrance requirements as a result of changes in 2014 to the grading scale.





Date: 16 January 2019
To: Senate
From: Senate Committee on Awards
Re: **New and Revised Awards**

The Senate Committee on Awards recommends that the Senate approves and recommends to the Board of Governors the following awards:

*Administered by the University of Victoria Foundation
Additions are underlined
Deletions are ~~struck through~~

MAUREEN WAYNE MEMORIAL BURSARY* (REVISED-UG)

One or more bursaries are awarded to undergraduate students in the School of Environmental Studies who are in a ~~m~~Major or ~~h~~Honours programme. Preference will be given to students working on, or with an interest in, wetlands, estuaries and coastal areas, and in the restoration of ecosystems at the University of Victoria. If there are no qualified students in ES, further preference will be given to students in a Major or Honours program in the Department of Geography who are working on, or with an interest in, wetlands, estuaries and coastal areas.

THOMAS & ELIZABETH MAYNE SCHOLARSHIP IN THEATRE (REVISED-UG)

One or more scholarships, to a total value of \$3,000, are awarded to academically outstanding undergraduate students in their ~~third 3rd~~ or ~~fourth 4th~~ year of the BFA Program in Theatre. Preference will be given to any of the following options: Acting, Applied Theatre, Direction, Theatre History, Theatre Writing.

ANTHANY DAWSON JUSTICE AWARD* (REVISED-UG/GS)

One ~~or more awards are~~ is given to an Aboriginal Canadian full-time undergraduate or graduate students taking courses in a discipline related to justice in any of the following: Social Work, Child and Youth Care, Law, Political Science, Institute of Dispute Resolution, or Indigenous Governance. The sStudents must have demonstrated community or leadership involvement. Applications may be obtained from the Office of Indigenous ~~Affairs~~ Academic and Community Engagement (IACE) and must be submitted to that office by April 15~~July 15th~~. In the case of an undergraduate students, approval

~~selection~~ of the recipients will be made by the Senate Committee on Awards upon the recommendation of ~~the Office of Indigenous Affairs IACE~~; and in the case of a graduate students, approval selection of the recipients will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the Office of Indigenous Affairs IACE.

ANDREW RIPPIN MEMORIAL SCHOLARSHIP* (NEW-UG)

One or more scholarships are awarded to academically outstanding undergraduate students who are focusing on the study of religion and are enrolled in a program offered by the Faculty of Humanities. Approval of the recipients will be made by the Senate Committee on Awards upon the recommendation of the Faculty of Humanities.

Respectfully submitted,
2018/2019 Senate Committee on Awards
Annalee Lepp, Faculty of Humanities, Chair
Anne Cirillo, President's Nominee
Wendy Taylor, Acting Registrar
Helga Hallgrimsdottir, Faculty of Human and Social Development
Donja Roberts, Acting Director, Student Awards and Financial Aid
Yvonne Rondeau, Scholarships Officer, Faculty of Graduate Studies
Marsha Runtz, Chair, Faculty of Graduate Studies Awards Committee
Charlotte Schallie, Faculty of Graduate Studies
Brock Smith, Peter B. Gustavson School of Business
Ciel Watt, Alumni Association
Linda Welling, Social Sciences
Curtis Whittla, Student Senator
Kelly Clark, GSS Representative
Lauren Hume (Secretary), Student Awards and Financial Aid



Date: 14 January 2019
To: Senate
From: Senate Committee on Curriculum
Re: **2019/2020 Cycle 1 Curriculum Submissions**

2019/2020 Cycle 1 Curriculum Submissions

All curriculum submissions are available for viewing by Senate on its Connect site using the following link: <https://connect.uvic.ca/sites/executive/senate/SitePages/Home.aspx>.

On the left hand side, click on the link '2018 - 2019 Senate Meeting Agendas and Materials' then select the folder 'Curriculum Changes effective May 1, 2019'.

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

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

2018/2019 Senate Committee on Curriculum

Tim Haskett, Chair, Faculty of Humanities
Eva Baboula, Faculty of Fine Arts
Laurie Barnas, Associate Registrar
Sara Beam, Chair, Senate Committee on Academic Standards
Rosaline Canessa, Faculty of Social Sciences
Steve Evans, Faculty of Graduate Studies
Gordon Fulton, Designate for Vice-President Academic & Provost
Andrea Giles, Co-operative Education & Career Services
Jordan Gilson, Student Senator
Chris Graham, Peter B. Gustavson School of Business
Robin Hicks, Faculty of Science
LillAnne Jackson, Faculty of Engineering
Sabrina Jackson, Acting Director, Graduate Admission and Records
Freya Kodar, Faculty of Law
Asia Longphee, UVic Calendar Editor
Gary MacGillvray, President's Nominee
Catherine McGregor, Faculty of Education
Ada Saab, Acting Associate University Secretary
Esther Sangster-Gormley, Faculty of Human and Social Development
Lisa Surridge, Faculty of Humanities
Wendy Taylor, Acting Registrar
James Wigginton (Secretary), Office of the Registrar



Vice-President Academic and Provost
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MEMO

University
of Victoria

Date: January 16, 2019

To: Carrie Andersen, University Secretary and Secretary
of Senate

From: Valerie S. Kuehne, Vice-President Academic & Provost

Re: **Enrolment Projections**

This memorandum recommends the level of student enrolment for the coming year (2019/20). For the year 2018/19, the University of Victoria was funded by the Ministry of Advanced Education, Skills and Training (AEST) to enrol **15,913 FTE** students which included the first year of the expansion of student spaces in engineering and computer science programs.

At the time of last year's Enrolment Projections memorandum, UVic was in discussions with AEST for the approval and funding of the joint degree program in Canadian Common Law and Indigenous Legal Orders (JD/JID). Following the approval of that program, UVic increased its enrolment target by 25 FTE for the first cohort of JD/JID students¹. In addition, term-funding was provided by AEST to increase graduate Nurse Practitioner (NP) enrolments by 5 FTE, bringing our target for 2018/19 to **15,943 FTE** students.

For 2019/20, the engineering, computer science and the JD/JID expansions will enter their second year and term funding for NP enrolments will also increase. The following FTE increases are also anticipated: an additional 150 FTE in engineering and computer science, an additional 25 FTE for JD/JID, and an additional 5 FTE for NP bringing the **Ministry's total enrolment target for UVic to 16,123 FTE.**

Because international enrolments are not included in the Ministry target, UVic's total enrolment levels will be higher. The international enrolment plan called for 2,050 international undergraduate FTE in 2018/19. UVic achieved this level and actual enrolments are just over 2,300 FTE. As this enrolment level is expected to persist for at least three years, and Faculties and Departments have been resourced to support that enrolment, UVic is assuming that this international

¹ Although funding will not be received until 2019/20, we have chosen to reflect funded FTE students starting in 2018/19

undergraduate enrolment level will be maintained at 2,050 FTE and therefore **the overall enrolment recommendation for 2019/20 will be set at 18,173 FTE**. The recommended enrolment level for international undergraduates does not necessarily represent UVic's long-term desired enrolment and will be aligned with our academic, international, and Strategic Enrolment Management plans.

Background

Under the *University Act*, the Board of Governors determines the level of student enrolments upon recommendation from Senate. This memorandum recommends a level of enrolment for the coming year, with the enrolment level subject to review throughout the year in light of changing information regarding application rates, summer session enrolments, funding levels, and other factors.

The university's operating grant from the province is based on a specified enrolment expectation. The enrolment projections and the funded levels set by government are defined in terms of annualized student FTEs (full time equivalent), which are calculated by dividing the total unit course registrations of students by the full-time unit course requirements of the program of their registration. The enrolment level is an annual target that is met through counting FTEs in the summer session, the winter session, and the TRU/Open Learning courses delivered by UVic. FTEs are closely related to EETs (equivalent enrolments taught), which are calculated by dividing the total unit course registrations of students by 15 – this measure is used for internal enrolment monitoring purposes.

Report on 2018/19 Targets

The Fall interim enrolment report to AEST shows that 2018/19 funded enrolment accountabilities (which do not include international students) will all be met. The University of Victoria projects enrolment to be 105% above the overall target, that is 16,763 FTE on a target of 15,943 FTE. UVic has exceeded both undergraduate (103%) and graduate (119%) enrolment targets sets by AEST.

Growing our international undergraduate population has been a strategic priority and that goal has been realized—there has been a 1.8% percent increase in international undergraduate students this year. International students now account for 14% of all undergraduates and 34% of all graduate students. Overall, international students comprise 17% of the student population.

Each Faculty has undergraduate enrolment targets (EETs) and graduate enrolment targets (FTEs) for which they have been resourced. These internal, Faculty-specific targets are reviewed annually and adjustments to the targets and associated resourcing are made based on student demand and approved plans.

AEST Target Comparison

	AEST Funded 2018/19 Target	Projected 2018/19 Total	Variance from AEST Target
Domestic UG FTE	13,633	14,022	389
Graduate FTE	2,310	2,741	431
Total funded FTE	15,943	16,763	820

FTE Enrolments by Year (includes international students)

	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19 Projection	10-Year Change	1-Year Change
Undergrad	14,182	14,828	14,815	14,726	15,065	15,381	15,772	16,190	16,172	16,333	2,151	161
Graduate	2,447	2,678	2,808	2,847	2,952	2,986	3,002	2,911	2,865	2,741	294	-124
Total	16,629	17,506	17,623	17,573	18,017	18,367	18,774	19,101	19,037	19,074	2,445	37

Internal Enrolment Level Comparison

	UVic Internal 2018/19 Target	Projected 2018/19 Total	Variance from Internal Target
Domestic UG FTE	13,633	14,022	389
International UG FTE	2,050	2,311	261
Subtotal UG FTE	15,683	16,333	650
Graduate FTE	2,310	2,741	431
Total FTE	17,993	19,074	1,081

Enrolment matters continue to receive attention. Under the leadership of the Provost, a Strategic Enrolment Management initiative has been launched which will ensure our enrolment goals, including size, composition and quality, are refined and subject to continual assessment and improvement. While our direction is to remain at our approximate current size, strategic growth and a changing enrolment profile will occur over the next five to ten years. Enhancing retention, and therefore student success, will continue to be a key enrolment management strategy.

From an enrolment perspective, enhancing quality will be achieved by offering competitive entrance scholarship packages, increasing applications and admissions of high calibre undergraduates, and enhancing retention rates and timely graduation for all students. This will also facilitate achieving the Ministry target associated with domestic undergraduates. Internationalization will be achieved by diversifying enrolments and increasing retention rates of international students, and also by ongoing pathways between the Division of Continuing Studies and our academic programs, and increasing opportunities for international student exchange experiences.

With a substantial growth in post-secondary capacity across the province over the past decade and a declining domestic youth population, the student recruitment environment is increasingly competitive. With the goal of being a university of choice, the recruitment of outstanding students from diverse backgrounds and areas continues to be a high priority. Included in that priority, and congruent with our Strategic Enrolment Management Plan, is our ongoing commitment to increase Indigenous enrolment at both the undergraduate and graduate levels.

Recommended Enrolment Levels for 2019/20

The list below shows expected enrolment levels for both Ministry-funded enrolment accountabilities and UVic’s internal enrolment expectations for 2019/20. It is proposed that a recommended enrolment level of **18,173 FTE** be approved, which includes an expansion of 150 undergraduate FTE for computer science and engineering, 25 JD/JID and 5 Nurse Practitioner FTE student spaces. Faculty plans have been developed to accommodate at least this level of enrolment. Admission standards will vary by program, depending upon levels of student interest and demand, but as in past years, will be well above the Senate-approved standards (which are 67% for high school graduates and 60% for college transfers).

Summary of 2019/20 Enrolment Recommendations:

Ministry funded undergraduate FTE	13,808
Ministry funded graduate FTE	2,315
Total Ministry funded FTE for 2019/20	16,123
Planned international enrolments	2,050
Recommended Enrolment Level for 2019/20	18,173

I request that Senate approve the following motion:

*THAT Senate approve, and recommend to the Board of Governors that it also approve, a recommended enrolment level of **18,173 FTE** for the 2019/20 academic year, subject to revisions in the event of new information regarding mandated growth, funding levels, and application rates.*




University
of Victoria

University
Secretary

MEMO

Date: January 14, 2019

To: Members of Senate

From: Carrie Andersen, University Secretary 

Re: **Ten-Year Sessional Calendar**

Under its authority for the academic governance of the university, Senate approves the Ten-Year Sessional Calendar at its February meeting, each year adding one more year to the calendar.

A request has been received to revise the sessional calendar to increase the number of business days between the end of examinations in December and the start of classes in January. The Senate Committee on Agenda and Governance is currently assessing the feasibility of this request and the best way of approaching it. Senate will be updated at a future meeting on the status of this process.

In the meantime, this is a request for approval of the attached updated Ten-Year Sessional Calendar.

Recommended motion:

That Senate approve the 2018-2028 Ten-Year Sessional Calendar.

/Attachment



UNIVERSITY OF VICTORIA SESSIONAL CALENDARS

2018-2028

Attached is the ten-year calendar for the period 2018- 2028. The annual calendars are subject to approval by Senate each year.

The dates for the Faculty of Law may differ because they are approved each year.

Secretary of Senate
Michael Williams Building

Adopted by Senate 2 December 1987


Revised 1 February; 5 April 1989; 6 May 1992; 6 January 1993; 5 May 1993; 1 December 1993; 6 April 1994; 3 May 1995; 7 May 1997; 7 October 1998; 5 May 1999; 4 October 2000; 11 Oct 2000; 5 December 2001; 10 January 2003; 5 March 2004; 4 February 2005; 3 February 2006; 7 February 2007; 1 February 2008; 6 February 2009; 9 April 2010; 4 February 2011; 4 March 2011; 7 October 2011; 3 February 2012; 4 May 2012; 5 October 2012; 1 February 2013; 7 February 2014; 6 February 2015; 5 February 2016; 3 February 2017; 2 February 2018



University
of Victoria

University
Secretary

MEMO

Date: January 16, 2019
To: Members of Senate
From: Carrie Andersen 
University Secretary

Re: **Academic Year Important Dates**

Attached for Senate's approval is a revised Academic Year Important Dates Calendar for the period May 2020 through December 2020. As you may recall at the October 5, 2018 Senate meeting, the dates to April 2020 were approved. The key dates in the attached calendar are drawn from the Ten-Year Sessional Calendar previously approved by Senate.

Recommended motion:

That Senate approve the Academic Year Important Dates for the period May 2020 through December 2020 for submission to the online academic calendar and for the academic calendar May 2020 publication.

/Attachment



Year Important Dates

In recognition of the fact that the University of Victoria is a diverse community, the Office of Equity and Human Rights has compiled a list of high holy days available at their website <www.uvic.ca/equity/education/religious/index.php>. Faculty and staff may wish to refer to this list in responding to requests from members of religious groups for variations in examination schedules due to religious observances.

2019/2020 OFFICIAL ACADEMIC YEAR BEGINS

Summer Session 2019

See www.uvic.ca/calendar/undergrad/info/tuition for Summer Session add and drop dates

May 2019

3	Friday	Senate meets
6	Monday	May-August courses begin for all faculties
13	Monday	Last day for Faculty of Law course changes (for more details regarding Summer 2019 and Summer 2019 Important Dates https://www.uvic.ca/law/jd/courseregistration/index.php)
		May and May-June courses begin
19	Sunday	Last day for graduate students to register in a personal leave in summer
20	Monday	Victoria Day ¹
23	Thursday	Senate Committee on Academic Standards meets to approve Convocation lists
31	Friday	Fees deadlines for summer (see Add and Drop Dates for Standard Summer Courses https://www.uvic.ca/current-students/home/course-registration/add-drop)

June 2019

5	Wednesday	May courses end
6	Thursday	June courses begin
10 - 14	Monday – Friday	Spring Convocation
28	Friday	May-June and June courses end

July 2019

1	Monday	Canada Day ¹
1 & 2	Monday & Tuesday	Reading Break May-August sections only
3	Wednesday	July and July-August courses begin
15	Monday	Deadline to apply to graduate for Fall Convocation (all faculties)
25	Thursday	July courses end
26	Friday	August courses begin
29 – 31	Monday - Wednesday	Supplemental and deferred examinations for Winter Session 2018-2019 (except for Business and Law courses)

August 2019

2	Friday	May-August classes end for all faculties
5	Monday	British Columbia Day ¹
6	Tuesday	May-August examinations begin for all faculties
16	Friday	May-August examinations end for all faculties
19	Monday	July-August and August courses end

Winter Session - First Term

September 2019

2	Monday	Labour Day ¹
3	Tuesday	First year registration and opening assembly for Faculty of Law
4	Wednesday	First term classes begin for all faculties
12	Thursday	Last day for course changes in Faculty of Law
17	Tuesday	Last day for 100% reduction of tuition fees for standard first term and full year courses. 50% of tuition fees will be assessed for courses dropped after this date. For non-standard courses see www.uvic.ca/course-registration/add-drop Last day for graduate students to register in a personal leave in first term
20	Friday	Last day for adding courses that begin in the first term
30	Monday	Last day for paying first term fees without penalty

October 2019

4	Friday	Senate meets
8	Tuesday	Last day for 50% reduction of tuition fees for standard courses. 100% of tuition fees will be assessed for courses dropped after this date. For non-standard courses see www.uvic.ca/course-registration/add-drop
14	Monday	Thanksgiving Day ¹
23	Wednesday	Senate Committee on Academic Standards meets to approve Convocation lists
31	Thursday	Last day for withdrawing from first term courses without penalty of failure

November 2019

1	Friday	Senate meets
11	Monday	Remembrance Day ¹
11 – 13	Monday - Wednesday	Reading Break (except Faculty of Law)
12 & 13	Tuesday & Wednesday	Fall Convocation
15	Friday	Faculty of Graduate Studies deadline to apply to graduate for Spring Convocation (students completing in the Fall term only)

December 2019

3	Tuesday	Last day of classes in the first term for Faculty of Law
4	Wednesday	Last day of classes in first term for all faculties except the Faculty of Law <i>National Day of Remembrance and Action on Violence Against Women. Classes and exams cancelled from 11:30 am - 12:30 pm.</i>
6	Friday	Senate meets First term examinations begin in the Faculty of Law
7	Saturday	First-term examinations begin for all faculties except for the Faculty of Law
15	Sunday	Undergraduate deadline to apply to graduate for Spring Convocation
20	Friday	First term examinations end for Faculty of Law
21	Saturday	First term examinations end for all faculties except Faculty of Law
25	Wednesday	Christmas Day ¹
26	Thursday	Boxing Day ¹
25 -1	Wednesday - Wednesday	University closed

Winter Session - Second Term

January 2020

1	Wednesday	New Year's Day ¹
6	Monday	Second term classes begin for all faculties
10	Friday	Senate meets
16	Thursday	Last day for course changes for Faculty of Law
19	Sunday	Last day for 100% reduction of second term fees for standard courses. 50% of tuition fees will be assessed for courses dropped after this date. For non-standard courses see www.uvic.ca/course-registration/add-drop Last day for graduate students to register in a personal leave in second term
22	Wednesday	Last day for adding courses that begin in the second term
31	Friday	Last day for paying second term fees without penalty

February 2020

7	Friday	Senate meets
9	Sunday	Last day for 50% reduction of tuition fees for standard courses. 100% of tuition fees will be assessed for courses dropped after this date. For non-standard courses see www.uvic.ca/course-registration/add-drop
15	Saturday	Faculty of Graduate Studies deadline to apply to graduate for Spring Convocation (students completing in the Spring term only)

17	Monday	Family Day ¹
17 – 21	Monday – Friday	Reading Break for all faculties
29	Saturday	Last day for withdrawing from full year and second term courses without penalty of failure

March 2020

6	Friday	Senate meets
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April 2020

3	Friday	Senate meets Last day of classes for all faculties
6	Monday	Examinations begin for all faculties
10	Friday	Good Friday ¹
13	Monday	Easter Monday ¹
24	Friday	Examinations end for all faculties End of Winter Session

2020/2021 OFFICIAL ACADEMIC YEAR BEGINS

Summer Session 2020

See www.uvic.ca/calendar/undergrad/info/tuition for Summer Session add and drop dates

May 2020

1	Friday	Senate meets
4	Monday	May-August courses begin for all faculties
11	Monday	May and May-June courses begin Last day for Faculty of Law course changes (for more details regarding Summer 2020 and Summer 2020 Important Dates https://www.uvic.ca/law/jd/courseregistration/index.php)
17	Sunday	Last day for graduate students to register in a personal leave in summer
18	Monday	Victoria Day ¹
21	Thursday	Senate Committee on Academic Standards meets to approve Convocation lists
31	Sunday	Fees deadlines for summer (see Add and Drop Dates for Standard Summer Courses https://www.uvic.ca/current-students/home/course-registration/add-drop)

June 2020

3	Wednesday	May courses end
4	Thursday	June courses begin
8-12	Monday – Friday	Spring Convocation
26	Friday	May-June and June courses end

July 2020

1	Wednesday	Canada Day ¹
1 & 2	Wednesday & Thursday	Reading Break May-August sections only
6	Monday	July and July-August courses begin
15	Wednesday	Deadline to apply to graduate for Fall Convocation (all faculties)
28	Tuesday	July courses end
29	Wednesday	August courses begin
29 – 31	Wednesday - Friday	Supplemental and deferred examinations for Winter Session 2019-2020 (except for Business and Law courses)
31	Friday	May-August classes end for all faculties

August 2020

3	Monday	British Columbia Day ¹
4	Tuesday	May-August examinations begin for all faculties
17	Monday	May-August examinations end for all faculties
21	Friday	July-August and August courses end

Winter Session - First Term

September 2020

7	Monday	Labour Day ¹
8	Tuesday	First year registration and opening assembly for Faculty of Law
9	Wednesday	First term classes begin for all faculties
17	Thursday	Last day for course changes in Faculty of Law
22	Tuesday	Last day for graduate students to register in a personal leave in first term Last day for 100% reduction of tuition fees for standard first term and full year courses. 50% of tuition fees will be assessed for courses dropped after this date. For non-standard courses see www.uvic.ca/course-registration/add-drop
25	Friday	Last day for adding courses that begin in the first term
30	Wednesday	Last day for paying first term fees without penalty

October 2020

2	Friday	Senate meets
12	Monday	Thanksgiving Day ¹
13	Tuesday	Last day for 50% reduction of tuition fees for standard courses. 100% of tuition fees will be assessed for courses dropped after this date. For non-standard courses see www.uvic.ca/course-registration/add-drop
14	Wednesday	Senate Committee on Academic Standards meets to approve Convocation lists

31 Saturday Last day for withdrawing from first term courses without penalty of failure

November 2020

6 Friday Senate meets

11 Wednesday Remembrance Day¹

9 – 11 Monday – Wednesday Reading Break (except Faculty of Law)

9 & 10 Monday & Tuesday Fall Convocation

15 Sunday Faculty of Graduate Studies deadline to apply to graduate for Spring Convocation (students completing in the Fall term only)

December 2020

3 Thursday Last day of classes in the first term for Faculty of Law

4 Friday Senate meets

Last day of classes in first term for all faculties except the Faculty of Law
National Day of Remembrance and Action on Violence Against Women. Classes and exams cancelled from 11:30 am - 12:30 pm.

7 Monday First-term examinations begin for all faculties

15 Tuesday Undergraduate deadline to apply to graduate for Spring Convocation

21 Monday First term examinations end for all faculties

25 Friday Christmas Day¹

26 Saturday Boxing Day¹

25 – 3 Friday - Sunday University closed

1. *Classes are cancelled on all statutory holidays and during reading breaks. Administrative offices and academic departments are closed on statutory holidays. Holidays that fall on a weekend are observed on the next available weekday, normally on a Monday. The UVic Libraries are normally closed on holidays; exceptions are posted in advance.*



University
of Victoria

University
Secretary

MEMO

Date: January 16, 2019

To: Members of Senate

From: Carrie Andersen 
University Secretary

Re: 2019-2020 Senate Meeting Dates and Other Important Dates

Attached for Senate's approval is the schedule of Senate meetings for 2019/2020, together with due dates for submission of materials for the agenda.

The timely assembly of a docket containing the agenda, correspondence, proposals and reports requires that all items and materials to be considered at a regular meeting reach the Office of the University Secretary by noon 16 days before the meeting. Following the due date, the Senate Committee on Agenda and Governance prepares the agenda in accordance with its terms of reference and the Senate Rules and Procedures. The docket is posted on the Senate Connect site six days before the meeting.

Recommended Motion:

That Senate approve the 2019/2020 Senate Meeting Dates and Other Important Dates.

/Attachment





Schedule of 2019/20 Senate Meetings and Other Important Dates

Agenda Materials due in USEC by 12:00 p.m (Wednesdays)	Senate Committee on Agenda & Governance Meeting 9:30 – 10:30, MWB, boardroom 110 (unless otherwise noted)	Mail Out (Friday)	Meetings will be held at Friday 3:30 p.m. in the Senate and Board Chambers (Room A180, University Centre unless otherwise noted)
-	-	-	September 20, 2019 <i>Annual Senate Orientation and Welcome Reception</i>
September 18, 2019	September 20, 2019	September 27, 2019	October 4, 2019
October 16, 2019	October 18, 2019	October 25, 2019	November 1, 2019 Location: DSB C116
			<i>Joint Senate and Board Retreat Monday, November 25, 2019</i>
November 20, 2018	November 22, 2019	November 29, 2019	December 6, 2019
December 18, 2019	December 20, 2019	January 3, 2020	January 10, 2020
January 22, 2020	January 24, 2020	January 31, 2020	February 7, 2020
February 19, 2020	February 21, 2020	February 28, 2020	March 6, 2020
March 18, 2020	March 20, 2020	March 27, 2020	April 3, 2020
April 15, 2020	April 17, 2020	April 24, 2020	May 1, 2020

2019/20 Senate Committee on Academic Standards meetings to approve Convocation lists

Agenda Materials due in USEC by 12:00 pm in order to distribute by end of day	Meeting
Friday, October 11, 2019	October 16, 2019 10:30 a.m. – 12:30 p.m. Location: Michael Williams Building, boardroom 120
Friday, May 15, 2020	May 21, 2020 10:30 a.m. – 12:30 p.m. Location: Michael Williams Building, boardroom 120

PLEASE RETAIN THIS SCHEDULE FOR FUTURE REFERENCE





President and Vice-Chancellor

Michael Williams Building Room A220
PO Box 1700 STN CSC Victoria BC V8W 2Y2 Canada
T 250-721-7002 | pres@uvic.ca | uvic.ca/president

MEMO

Date: 17 January 2019

To: Senate

From: Professor Jamie Cassels, QC
President and Vice-Chancellor

RE: University Orator

As you know, citations for the honorary graduands for whom the Senate approves degrees are written and read at convocation by the university's orators. The citations convey to those attending convocation what the individuals have achieved and why we are recognizing them, as well as communicating to the honorands the university's recognition and appreciation. The terms of reference for orators are attached.

UVic's orators have been led by Dr. Lynne Van Luven since November 4, 2016, when she was appointed to the role. Dr. Van Luven recently stepped down as University Orator and I'm sure you'll join me in thanking her for her work in that role.

Dr. Cedric Littlewood has kindly agreed to serve as University Orator should Senate appoint him.

MOTION:

That the Senate appoint Dr. Cedric Littlewood as University Orator for a term from February 1, 2019 until June 30, 2022.

Attachment

- c. Dr. Susan Lewis, Chair of the Convocation Committee



Name: Orators
Approving Authority: Senate
Effective Date: March 2008
Supersedes: March 1991
Last Editorial Change: June 19, 2018

TERMS OF REFERENCE

The Senate of the University of Victoria recognizes and honours individuals for their outstanding achievements by awarding them honorary degrees. Such degrees are presented at Convocation. Orators play a vital role in recognizing and celebrating the recipients. They research, write and deliver citations that articulate for both a general and an academic audience, the reasons why the honorary degree is being granted.

The University maintains a roster of orators, appointed by the Senate, that includes a University Orator, a Deputy University Orator and other orators.

I University Orator

The University Orator will:

1. research and write citations for honorary graduands and read those citations at Convocation;
2. provide instruction and advice to other orators;
3. assign orators to work on particular citations;
4. edit draft citations; and
5. assist in the recruitment and orientation of new orators.

II Deputy University Orator

The Deputy University Orator will:

1. research and write citations for honorary graduands and read those citations at Convocation; and
2. act for the University Orator when he or she is absent.

III Orators

The Orators will:

1. research and write citations for honorary graduands and read their citations at Convocation.

PROCEDURES

1. The University Orator, Deputy University Orator and other Orators will be appointed by the Senate upon the recommendation of the President. The Chair and Vice-Chair of the Convocation Committee will advise the President on such appointments.
2. The Chair and Vice-Chair of the Convocation Committee will seek to appoint as orators members of the university community who:
 - are excellent public speakers;
 - are able to shape biographical materials into a portrait which explains the achievements and qualities of the recipient of the honorary degree (ie: not a mere c.v.);
 - are available at the times of Convocation (spring, fall); and
 - enjoy seeing students convocate and participating in Convocation.
2. The term of appointment will normally be three years, renewable, from July 1 to June 30.

NOTES

1. Service as an orator is deemed to be service to the university under the Collective Agreement (Joint Committee on the Administration of the Framework Agreement Annual Report 2006).
2. An individual who has not yet been appointed as an orator by the Senate may be invited by the University Orator to prepare and deliver a citation.