



**The next open meeting of the Senate of the University of Victoria is scheduled for Friday, May 5, 2023 at 3:30 p.m. in the Senate and Board Chambers, Jamie Cassels Centre, Room A180.**

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

- 1. APPROVAL OF THE AGENDA** **ACTION**
  
- 2. MINUTES** **ACTION**
  - a. April 14, 2023 (SEN-MAY 5/23-1)  
  

Motion: That the minutes of the open session of the meeting of the Senate held on April 14, 2023 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**
  - a. Office of the Ombudsperson  
- *Annette O'Hara, Ombudsperson, has been invited to attend*
    - i. 2022 Annual Report (SEN-MAY 5/23-2) **INFORMATION**
  
  - b. Campus Planning Committee – E. Croft and K. Simpson, Co-Chairs
    - i. Semi-annual report (SEN-MAY 5/23-3) **INFORMATION**

## 6. PROPOSALS AND REPORTS FROM THE VICE-PRESIDENT ACADEMIC AND PROVOST

- a. Office of the Vice-President Academic and Provost Update **INFORMATION**
- b. Academic Action Plan (SEN-MAY 5/23-4) **INFORMATION**
- c. Proposed Revision to AC1135 – Policy for the Establishment of Certificate and Diploma Programs (SEN-MAY 5/23-5) **ACTION**

Motion: That Senate approve the revisions to the Policy for the Establishment of Micro-Certificate, Certificate and Diploma Programs.

- d. Report on UVic Accessibility Committee and Academic Accessibility for Students (SEN-MAY 5/23-6) **INFORMATION**
- c. Annual Report on Non-Academic Misconduct Allegations and Resolutions 2022/23 (SEN-MAY 5/23-7) **INFORMATION**

## 7. PROPOSALS AND REPORTS FROM SENATE COMMITTEES

- a. Senate Committee on Academic Standards – Dr. Yasmine Kandil, Chair
  - i. Faculty of Law – JD/JID Undergraduate Admission Requirements (SEN-MAY 5/23-8) **ACTION**

Motion: That Senate approve the proposal to revise the requirements for admission to the Faculty of Law, including the addition of a Black Admission regulation effective September 1, 2023.

- ii. Faculty of Engineering and Computer Science – Bachelor in Engineering and Bachelor in Software Engineering Undergraduate Admission Requirements (SEN-MAY 5/23-9) **ACTION**

Motion: That Senate approve the revisions to the admission requirements to the Bachelor in Engineering and Bachelor in Software Engineering programs effective September 1, 2023.

- |      |   |               |
|------|---|---------------|
| iii. | Faculty of Engineering and Computer Science – Minor in Mechanical Systems Undergraduate Program Requirements <b>(SEN-MAY 5/23-10)</b>   | <b>ACTION</b> |
|      | <u>Motion:</u> That Senate approve the revisions to the program requirements to the Minor in Mechanical Systems effective September 1, 2023.  |               |
| iv.  | Faculty of Human and Social Development – School of Nursing Graduate Admission Requirements <b>(SEN-MAY 5/23-11)</b>  | <b>ACTION</b> |
|      | <u>Motion:</u> That Senate approve the proposal to revise the requirements for admission to the School of Nursing Masters level (APL, NUED, NUHI double-degree, NP, and post-degree NP stream) effective September 1, 2023. |               |
| v.   | Faculty of Education –School of Exercise Science, Physical and Health Education Year 2 Admission Requirements for the Recreation and Health Education (RHED) and Kinesiology (KINE) Programs <b>(SEN-MAY 5/23-12)</b>       | <b>ACTION</b> |
|      | <u>Motion:</u> That Senate approve the proposal to revise the admission requirements for Year 2 of the Recreation and Health Education (RHED) and Kinesiology (KINE) programs effective September 1, 2023.                  |               |
| vi.  | Faculty of Education – Bachelor of Arts in Indigenous Language Proficiency Admission and Transfer Requirements <b>(SEN-MAY 5/23-13)</b>   | <b>ACTION</b> |
|      | <u>Motion:</u> That Senate approve the proposed requirements for admission and transfer to the Bachelor of Arts in Indigenous Language Proficiency.   |               |
| vii. | Revisions to the Academic Calendars Regarding Undergraduate Examinations and Graduate Evaluation of Student Course Work <b>(SEN-MAY 5/23-14)</b>  | <b>ACTION</b> |
|      | <u>Motion:</u> That Senate approve the revisions to the Examinations regulation of the Undergraduate Academic Calendar effective September 1, 2023.   |               |
|      | <u>Motion:</u> That Senate approve the revisions to the Evaluation of Student Course Work regulation of the Graduate Academic Calendar effective September 1, 2023.   |               |

- b. Senate Committee on Agenda and Governance – Dr. Kevin Hall, Chair
- i. Proposal for *Ad hoc* Senate Committee on Academic Health Programming (SEN-MAY 5/23-15) **ACTION**
- Motion: That Senate approve the attached terms of reference for the *Ad hoc* Senate Committee on Academic Health Programming.
- ii. Revisions to the Terms of Reference for the Senate Committee on Planning (SEN-MAY 5/23-16) **ACTION**
- Motion: That Senate approve the revisions to the Terms of Reference for the Senate Committee on Planning.
- iii. Nominations to the *Ad hoc* Senate Committee on Academic Health Programming (SEN-MAY 5/23-17) **ACTION**
- Motion: That Senate approve Sandra Hundza (Faculty of Education), Lynne Marks (Faculty of Humanities), and Simon Minshall (Faculty of Human and Social Development) to serve on the *Ad hoc* Senate Committee on Academic Health Programming.
- iv. Appointments to the 2023/2024 Senate Standing Committees (SEN-MAY 5/23-17) **ACTION**
- Motion: That Senate approve the appointment to the 2023/2024 Senate standing committees for the terms indicated in the attached document.
- c. Senate Committee on Appeals – Dr. Kathryn Chan, Chair
- i. 2022/2023 Annual Report (SEN-MAY 5/23-18) **INFORMATION**
- d. Senate Committee on Awards – Dr. Maureen Ryan, Chair
- i. Revisions to the Academic Calendars – Definitions of Student Awards and Financial aid (SEN-MAY 5/23-19) **ACTION**
- Motion: That Senate approve the revisions to the Financial Aid, and the Undergraduate Scholarships, Awards, Medals and Prizes regulations in the Undergraduate Academic Calendar.
- Motion: That Senate approve the revisions to the Awards for Graduate Study regulation in the Graduate Academic Calendar.

ii. New and Revised Awards (SEN-MAY 5/23-20)

**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:

- Howie Campbell Men's Rowing Award (New)
- Onuma's Opus Award (New)
- Vizsolyi Vikes Swim Award\* (New)
- Joyce Folbigg Memorial Graduate Scholarship in Environmental Studies\* (New)
- Joyce Folbigg Memorial Graduate Scholarship in Music\* (New)
- Joyce Folbigg Memorial Graduate Scholarship in Theatre\* (New)
- Dianne Draper Environmental Sustainability and Stewardship Scholarship (New)
- Spicer Vikes Men's Rugby Award (New)
- Pooni Family Award in Geography (New)
- Pooni Family Award in Business (New)
- Hawkes-Little Graduate Scholarship\* (New)
- Maurie Jorre de St. Jorre Prize (Revised)
- School of Public Administration Leadership Legacy Award (Revised)
- Best Graduate Report in Dispute Resolution Award (Revised)
- Best Master's Project in Community Development Scholarship (Revised)
- G. Neil Perry Award in Public Administration\* (Revised)
- Marc Bell Scholarship in Environmental Studies\* (New)
- Maximilian de Boer Graduate Student Award\* (Revised)
- Thomas K. Shoyama MPA Student Leadership and Achievement Award\* (Revised)
- Ritchie Foundation Travel Award\* (Revised)
- Philip Halkett Graduate Scholarship\* (Revised)
- Langford-Seaborne Scholarship\* (Revised)
- John Shields Scholarship in Public Administration\* (Revised)
- Fred Whitehouse National Association of Federal Retirees Scholarship\* (Revised)
- Association of Former MLAs of BC Student Scholarship\* (Revised)
- Jack Ebbels Scholarship in Public Administration\* (Revised)

*\* Administered by the University of Victoria Foundation*

e. Senate Committee on Curriculum – Dr. Adam Con, Chair

- i. 2023/2024 Cycle 2 Curriculum Submissions (SEN-MAY 5/23-21) **ACTION**

Motion: That Senate approve the curriculum changes recommended by the Faculties and the Senate Committee on Curriculum for inclusion in the September 2023 academic calendars.

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. To view the complete curriculum submissions, please email Kathy MacDonald, Senate Coordinator, at [usec2@uvic.ca](mailto:usec2@uvic.ca).**

f. Senate Committee on Learning and Teaching – Dr. Alexandra D’Arcy, Chair

- i. Course Delivery Modes for 2022/23 (SEN-MAY 5/23-22) **INFORMATION**

g. Senate Committee on Libraries – Dr. Adrienne Boyarin, Chair

- i. 2022/2023 Annual Report (SEN-MAY 5/23-23) **INFORMATION**

h. Senate Committee on Planning – Dr. Elizabeth Adjin-Tettey, Chair

- i. 2022/2023 Annual Report (SEN-MAY 5/23-24) **INFORMATION**

- ii. Proposal to extend the Approved Centre Status for the Centre for Youth and Society (CFYS) (SEN-MAY 5/23-25) **ACTION**

Motion: That Senate approve the proposal to extend the Approved Centre Status for the Centre for Youth and Society (CFYS), for a six-month period from June 30, 2023 through December 31, 2023, as described in the memorandum dated March 23, 2023.

- i. *Ad Hoc* Senate Committee to Review the Convocation Roll Composition    **ACTION**  
- Proposed Changes to the Convocation Roll Composition  
(SEN-MAY 5/23-26)

Motion: That Senate approve the revised composition for the Convocation Roll as recommended by the *Ad Hoc* Senate Committee to Review the Convocation Roll Composition.

## **8. PROPOSALS AND REPORTS FROM FACULTIES**

## **9. OTHER BUSINESS**

- a. Annual report to Senate on UVic-approved research centre approvals, renewals and closures (SEN-MAY 5/23-27)    **INFORMATION**
- b. 2022 Policy Annual Report (SEN-MAY 5/23-28)    **INFORMATION**
- c. 2022/2023 Emeriti (SEN-MAY 5/23-29)    **INFORMATION**
- d. Elections Update (SEN-MAY 5/23-30)    **INFORMATION**
- e. Election to the Senate Committee on Agenda and Governance (SEN-MAY 5/23-31)    **ACTION**

## **10. ADJOURNMENT**



Meeting of Senate  
April 14, 2023

MINUTES

A meeting of the Senate of the University of Victoria was held on April 14, 2023 at 3:32 p.m. in the Senate and Board Chambers, Jamie Cassels Centre, Room A180.

**1. APPROVAL OF THE AGENDA**

The agenda was approved as circulated.

**2. MINUTES**

**a. March 3, 2023**

Motion: (M. Laidlaw/M. Garcia-Barrera)

That the minutes of the open session of the meeting of the Senate held on March 3, 2023 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 began his report by announcing Devi Mucina's last Senate meeting and thanked him for all his work in Senate. He also welcomed Anaïs Holdaway, Convocation Senator, to her first Senate meeting.

K. Hall reported on the new names provided to the university for the two Student Housing and Dining building. He noted the special gathering which took place with elders, witnesses, special guests and the campus community to thank and honour the Songhees and Esquimalt Nations for their permission to use lək̓ʷəŋən names. K. Hall explained that the first building started in 2019, is called Cheko'nien (Chook-neen House and the second building, to be completed this September, is called Sngequ (Sneck-ah) House. As per proper protocol, Elder Seniemten, Dr. Elmer George, one of the last fluent lək̓ʷəŋən speakers, who has made it his life's work to revitalize the language, brought forward the names, which are words for locations where the university sits.

In terms of research funding, K. Hall reported that the provincial government had provided two million dollars in funding to the University of Victoria Pacifica Regional Institute for Marine Discovery (PRIMED). The project may signal a new direction in developing clean energy systems and displace the reliance on fuels like diesel for rural and remote Indigenous communities.



Regarding the Distinguished Alumni Awards, K. Hall noted the inspiring people honoured at the celebration. He also reported on the Vikes Celebration of Champions, which honoured very talented student-athletes – many of whom are dedicated athletes and high achieving honour roll scholars. K. Hall congratulated Women's Field Hockey Captain Anna Mollenhauer, who won the President's Cup and Female Athlete of the Year.

Finally, K. Hall announced the fifth Campus Kudos event, where the university celebrated the individuals and teams across campus who go above and beyond. In addition, along with Kristi Simpson, Vice-President Finance and Operations, he met with nearly 100 Facilities Management and Campus Security staff who help throughout the year.

**b. UVic Strategic Plan**

Marking the fifth time coming before Senate, K. Hall presented the strategic plan and reviewed the process, which led to the development of the plan. He noted the more than 6000 students, staff, faculty, and community input contributing to many diverse opinions. Explaining that different versions of the plan will be presented internally and externally, the version before Senate is meant to excite and invigorate the campus and to encourage its connection to the other strategic plans across campus.

A Senator noted his appreciation of the straightforward way in which the document is presented. Another Senator suggested a way to include creative activities in support of activities to advance UN Sustainable Development Goals.

In response to a question on the timeline for the framework, K. Hall explained that this is meant to be a living document, reviewed on an ongoing basis and open for revision if needed. He noted the need for key performance indicators, which will be useful in signalling the need for any adjustments.

Motion: (R. Hancock/A. Lepp)

That Senate recommend to the Board of Governors that the Board of Governors approve the University of Victoria Strategic Plan, effective immediately.

**CARRIED**

**5. CORRESPONDENCE**

There was none.

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

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

**i. Proposal for *Ad Hoc* Senate Committee on Academic Health Programming**

Elizabeth Croft, Vice-President Academic and Provost, introduced the proposal before Senate for discussion. She noted that there were no pre-determined outcomes in this opportunity for Senate to re-imagine the health-related programming on our campus.

Helga Hallgrímsdóttir, Acting Deputy Provost, noted that this important academic initiative would utilize Senate's leadership to ensure a transparent process. She explained that this was a working committee that would provide a recommendation to Senate and noted that the composition asks for three faculty members/librarians from Senate. H. Hallgrímsdóttir encouraged Senators to contact Ada Saab, Associate University Secretary, if interested in serving on the committee.

Senators commented on the composition of the committee and noted concerns about a top-down approach and the need to include the voices from student unions. H. Hallgrímsdóttir explained that the committee's composition would be broader as consultation is conducted and expertise is needed.

A Senator noted the creation of a faculty council working group would be formed within their Faculty to discuss this issue and ensure issues are fully considered and represented.

Another Senator noted the importance of community consultation, such as the Vancouver Island Health Authority and the Ministry. H. Hallgrímsdóttir agreed and that this had been noted as important partners in the initiative, as were considerations of increased co-op possibilities.

A Senator asked if there was previous precedent for such an initiative and if a set of procedures for future initiatives could be created as this process unfolded. Carrie Andersen, University Secretary, confirmed that there were past examples to consider as current procedures and documentation are created.

Senators noted other opportunities, such as the creation of micro-credentials, the ability to address health in other avenues beyond the traditional medical school model, and the ability of the university to bring together areas of health from across the campus.

Regarding the discussion of potential movement to different faculties by faculty members, K. Hall asked that parallel processes be outlined for Senate to explain how decisions surrounding academic governance will unfold in conjunction with labour issues, financial resource considerations, or business opportunities.

Senators discussed the merits of committee decision-making and the need to begin these conversations soon so that considerations are made about programming, impact on other faculties, and envisioning how the university will position itself regarding healthcare in the province.

Senators were reminded to provide their names to A. Saab if they were interested in the ad hoc committee.

**b. Senate Committee on Awards**

**i. New and Revised Awards**

Maureen Ryan, Chair of the Senate Committee on Awards, introduced the new and revised awards. There were no questions.

Motion: (A. Kuklev/J. Bengtson)

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:

- Jim Ounsworth Undergraduate Award for Indigenous Students (New)
- Jim Ounsworth Undergraduate Award for Part-time Indigenous Students (New)
- Jim Ounsworth Graduate Scholarship for Indigenous Students (New)
- Sharyl Yore Award\* (Revised)
- SMONEĆ Natural Sciences Scholarship for Undergraduate Students (Revised)
- SMONEĆ Natural Sciences Scholarship for Graduate Students (New)
- Jeffrey Rubinoff Art as a Source of Knowledge Graduate Scholarship\* (New)
- Lynne (Buzz) Beecroft Women's Field Hockey Award\* (New)
- Jeanette Funke-Furber and Robert Furber Scholarship\* (New)
- Cecilia and Ken Strong Fellowship\* (New)
- Khowutzen Forestry Award in Environmental Studies (New)
- Chemistry Student Society 2002 Alumni Award\* (Revised)
- Orca Book Publishers Student Mobility Award in Teacher Education (Revised)
- Alexander and Mary Mackenzie Entrance Scholarship (Revised)
- Hugh and Lilian Salmond Engineering Scholarship\* (Revised)
- Flora Hamilton Burns Graduate Fellowship\* (Revised)

*\* Administered by the University of Victoria Foundation*

**CARRIED**

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

**i. 2022/2023 Annual Report**

Alexandra D'Arcy, Chair of the Senate Committee on Learning and Teaching, introduced the annual report. There were no questions.

**d. Senate Committee on University Budget**

**i. 2022/2023 Annual Report**

Graham Voss, Chair of the Senate Committee on University Budget, introduced the annual report, noting that the committee was consultative with the Vice-President Academic and Provost and the Vice-President Finance and Operations. He remarked that he appreciated the time both Vice-Presidents took to prepare the materials and discuss the issues with committee members. There were no questions.

## 7. PROPOSALS AND REPORTS FROM FACULTIES

There was none.

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

### a. Office of the Vice-President Academic and Provost Update

E. Croft announced that the Associate Vice-President Academic Programs search is underway and noted that this was formerly named Associate Vice-President Academic Planning. She thanked Elizabeth Adjin-Tetty for serving in this role in an acting capacity.

In addition, she announced the Deputy Provost (formerly named Vice-Provost) role is currently out for faculty ratification, with the search committee unanimously and strongly recommending Helga Hallgrímsdóttir. Dr. Hallgrímsdóttir is presently serving in the position in an acting capacity. E. Croft encouraged all faculty to vote.

Regarding initiatives within the Provost's office, E. Croft noted the need to ensure UVic complies with the new Accessible British Columbia Act. This has been one of the projects handled by the Acting Deputy Provost, and Senate will see an update in May.

E. Croft announced that her office was cautiously optimistic the university would hit the enrolment target for the upcoming academic year. She explained that this would help rebuild the enrolments lost during the pandemic but noted that the budget impacts of lost enrolments would take longer to recover. It was reported that admission acceptance offers are up from the same time as last year due to earlier offers, scholarships, and our partnership with Kaplan International.

Finally, E. Croft noted that work on the West Shore initiative continues with programming planned for first- and second-year students.

## 9. OTHER BUSINESS

### a. Re-appointments of the Orators for the University of Victoria

K. Hall introduced the re-appointments. There were no questions.

Motion: (A. Holdaway/A. Lepp)

That Senate re-appoint the following as Orators for a 3-year term beginning January 1, 2023 and ending December 31, 2025:

- Linda Hardy
- Eric Higgs

**CARRIED**

Motion: (L. Harder/A. Kuklev)

That Senate re-appoint the following as Orators for a 3-year term beginning July 1, 2023 and ending June 30, 2026:

- Carole Miller
- Judith Terry

**CARRIED**

**b. Declaration of Senate Vacancies**

A. Saab advised members of Senate of the resignations of two Senators, a Student Senator, and a Convocation Senator, noting that Anaïs Holdaway was the new Convocation Senator until June 2024, the balance of the term.

There being no other business, the meeting was adjourned at 5:00 p.m.

Draft

Name	In Attendance	Regrets		Page 7 of 8 Position
Adjin-Tetty, Elizabeth	X		A/Associate Vice-President Academic Planning	By Invitation
Andersen, Carrie	X		University Secretary	Secretary of Senate
Anyaegbunam, Chekwube	X		Student Senator	Elected from the student societies
Bengtson, Jonathan	X		University Librarian	Ex officio
Bonnieux, Justin	X		Student Senator	Elected from the student societies
Brolo, Alexander	X		Faculty of Science	Elected by the Faculty
Brown, Hannah	X		Student Senator	Elected from the student societies
Buller, Marion	X		Chancellor	Ex officio
Campbell, Erin	X		Faculty of Fine Arts	Elected by the faculty members
Clarke, JoAnne			Dean, Division of Continuing Studies	Ex officio
Croft, Elizabeth	X		Vice-President Academic and Provost	Ex officio
Curran, Deborah		X	Faculty of Law	Elected by the Faculty
Devor, Aaron	X		Faculty of Social Sciences	Elected by the faculty members
Diether, Kelly	X		Convocation Senator	Elected by the convocation
Dunsdon, Jim	X		Associate Vice-President Student Affairs	By Invitation
Friedland, Matsuko		X	Student Senator	Elected from the student societies
Garcia-Barrera, Mauricio	X		Faculty of Graduate Studies	Elected by the Faculty
Grewal, Ashmita	X		Student Senator	Elected from the student societies
Gupta, Rishi	X		Faculty of Engineering and Computer Science	Elected by the Faculty
Hall, Kevin	X		President and Vice-Chancellor	Chair of Senate
Hallgrimsdottir, Helga	X		Acting Vice- Provost	By invitation
Hancock, Rob	X		Faculty of Social Sciences	Elected by the Faculty
Harder, Lois	X		Dean, Faculty of Social Sciences	Ex officio
Harding, Catherine	X		Faulty of Fine Arts	Elected by the Faculty
Hicks, Robin	X		Dean, Faculty of Graduate Studies	Ex officio
Hier, Sean			Faculty of Social Sciences	Elected by the faculty members
Hof, Fraser	X		Faculty of Science	Elected by the faculty members
Holdaway, Anais	X		Convocation Senator	Elected by the convocation
Hoorfar, Mina		X	Dean, Faculty of Engineering and Computer Science	Ex officio
Hope Tucker, Nathaniel			Student Senator	Elected from the student societies
Huang, Li-Shih	X		Faculty of Humanities	Elected by the faculty members
Hundal, Navinder	X		Student Senator	Elected from the student societies
Hundza, Sandra	X		Faculty of Education	Elected by the Faculty
Itamunoala, Belema	X		Student Senator	Elected from the student societies
Jeffery, Donna		X	Faculty of Human and Social Development	Elected by the faculty members
Jensen, Alannah			Student Senator	Elected from the student societies
Kalynchuk, Lisa	X		Vice-President Research and Innovation	Ex officio
Kaur, Anureet			Student Senator	Elected from the student societies
Kelly, Erin	X		Faculty of Humanities	Elected by the faculty members
Kerr, Tom	X		Student Senator	Elected from the student societies
Klein, Saul	X		A/Dean, Peter B. Gustavson School of Business	Ex officio
Koch, Matthew	X		Continuing Sessional	Elected by the Continuing Sessionals
Kuklev, Artem	X		Student Senator	Elected from the student societies
Kurki, Helen	X		Faculty of Social Sciences	Elected by the Faculty
Laidlaw, Mark	X		Faculty of Science	Elected by the Faculty
Lepp, Annalee	X		Dean, Faculty of Humanities	Ex officio
Lindgren, Allana			Dean, Faculty of Fine Arts	Ex officio
Loock, Peter	X		Dean, Faculty of Science	Ex officio
Marks, Lynne	X		Faculty of Humanities	Elected by the Faculty
McDonough, Graham	X		Faculty of Education	Elected by the Faculty
McGregor, Catherine	X		A/Dean, Faculty of Education	Ex officio
Minshall, Simon	X		Faculty of Human and Social Development	Elected by the Faculty
Mucina, Devi	X		Faculty of Human and Social Development	Elected by the Faculty
Mukhopadhyaya, Phalguni			Faculty of Engineering and Computer Science	Elected by the faculty members
Nair, Sudhir		X	Peter B. Gustavson School of Business	Elected by the Faculty
Napoleon, Val			A/Dean, Faculty of Law	Ex officio
Navarro, Julio			Faculty of Science	Elected by the faculty members
Newcombe, Andrew		X	Faculty of Law	Elected by the Faculty
Peta, Liam			Student Senator	Elected from the student societies
Raiwal, Joban	X		Student Senator	Elected by the student societies
Saab, Ada	X		Associate University Secretary	By Invitation
Salem, Joseph	X		Faculty of Fine Arts	Elected by the Faculty
Shi, Yang			Faculty of Engineering and Computer Science	Elected by the Faculty
Smith, Brock		X	Peter B. Gustavson School of Business	Elected by the Faculty
Stewart, Kenneth	X		Faculty of Social Sciences	Elected by the faculty members
Stinson, Danu	X		Faculty of Graduate Studies	Elected by the Faculty
Taylor, Wendy	X		Acting Registrar	By Invitation
Voss, Graham	X		Faculty of Social Sciences	Elected by the faculty members
Walde, Paul	X		Faculty of Fine Arts	Elected by the faculty members
Walshaw, Jill	X		Faulty of Humanities	Elected by the Faculty
Wang, Alivia	X		Convocation Senator	Elected by the convocation
Warburton, Rebecca	X		Convocation Senator	Elected by the convocation
White, Jennifer	X		A/Dean, Faculty of Human and Social Development	Ex officio
Wilson, Lara	X		Professional Librarian	Elected by the Professional Librarians
Wright, Bruce		X	Head, Division of Medical Sciences	Additional Member
Wu, David			Student Senator	Elected from the student societies

## MEMBERSHIP OF THE SENATE OF THE UNIVERSITY OF VICTORIA

Effective April 3, 2023

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

Chancellor: Marion Buller (31/12/24)  
 President and Vice-Chancellor: Kevin Hall, Chair  
 Vice-President Academic & Provost: Elizabeth Croft  
 Vice-President Research and Innovation: Lisa Kalynchuk  
 A/Dean, Peter B. Gustavson School of Business: Saul Klein  
 A/Dean of Education: Catherine McGregor  
 Dean of Engineering: Mina Hoorfar  
 Dean of Continuing Studies: Jo-Anne Clarke  
 Dean of Fine Arts: Allana Lindgren  
 Dean of Graduate Studies: Robin Hicks (Vice-Chair)  
 Dean of Humanities: Annalee Lepp  
 A/Dean of HSD: Jennifer White  
 A/Dean of Law: Val Napoleon  
 Dean of Science: Peter Loock  
 Dean of Social Sciences: Lois Harder  
 University Librarian: Jonathan Bengtson

MEMBERS ELECTED BY THE FACULTIES

- Section 35 (2) (g)

BUSI: Sudhir Nair (30/6/25)  
 Brock Smith (30/6/24)  
 EDUC: Sandra Hundza (30/6/23)  
 Graham McDonough (30/6/25)  
 ENGR: Rishi Gupta (30/6/25)  
 Yang Shi (30/6/23)  
 FINE: Catherine Harding (30/6/25)  
 Joseph Salem (30/6/24)  
 GRAD: Mauricio Garcia-Barrera (30/6/23)  
 Danu Stinson (30/6/25)  
 HSD: Simon Minshall (30/6/25)  
 Devi Mucina (30/6/24)  
 HUMS: Lynne Marks (30/6/24)  
 Jill Walshaw (30/6/25)  
 LAW: Deborah Curran (30/6/25)  
 Andrew Newcombe (30/6/23)  
 SCIE: Alexander Brolo (30/6/23)  
 Mark Laidlaw (30/6/23)  
 SOSC: Robert Hancock (30/6/24)  
 Helen Kurki (30/6/23)

MEMBERS ELECTED BY THE FACULTY MEMBERS

- Sections 35 (2) (g)

Erin Campbell (FINE) (30/6/23)  
 Aaron Devor (SOSC) (30/6/23)  
 Sean Hier (SOSC) (30/6/24)  
 Fraser Hof (SCIE) (30/6/23)  
 Li-Shih Huang (HUM) (30/6/24)  
 Donna Jeffery (HSD) (30/6/25)  
 Erin Kelly (HUM) (30/6/24)  
 Phalguni Mukhopadhyaya (ENGR) (30/6/25)

MEMBERS ELECTED BY THE FACULTYMEMBERS (continued)

Julio Navarro (SCIE) (30/6/23)  
 Kenneth Stewart (SOSC) (30/6/23)  
 Graham Voss (SOSC) (30/6/24)  
 Paul Walde (FINE) (30/6/23)

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

Chekwube Anyaegbunam (GRAD) (30/6/23)  
 Justin Bonnieux (SOSC) “  
 Hannah Brown (GRAD) “  
 Matsuko Friedland (HSD) “  
 Ashmita Grewal (HSD) “  
 Nathaniel Hope Tucker (SOSC) “  
 Navinder Hundal (SCIE) “  
 Tamunobelema Itamunoala (GRAD) “  
 Alannah Jensen (LAW) “  
 Anureet Kaur (HUMS) “  
 Tom Kerr (BUSI) “  
 Artem Kuklev (SOSC) “  
 Liam Peta (SOSC) “  
 Joban Raiwal (ENGR) “  
 David Wu (FINE) “  
 TBD (EDUC) “

MEMBERS ELECTED BY THE CONVOCATION

– Section 35 (2) (i)

Kelly Diether (30/06/24)  
 Anais Holdaway (30/06/24)  
 Alivia Wang (30/06/24)  
 Rebecca Warburton (30/06/24)

ADDITIONAL MEMBERS - Section 35 (2) (k)

Head, Division of Medical Sciences: Bruce Wright  
 Member elected by the Professional Librarians:  
 Lara Wilson (30/06/24)  
 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 Deputy Provost: Helga Hallgrímsdóttir  
 Assoc. VP Student Affairs: Jim Dunsdon  
 A/Assoc. VP Academic Programs: Elizabeth Adjin-Tetty  
 A/Registrar: Wendy Taylor  
 Associate University Secretary: Ada Saab



# OMBUDSPERSON

## 2022 ANNUAL REPORT

Dear Members of the University of Victoria Community,

As the university continues to navigate post-pandemic, several trends and shifts emerged that have shaped the focus, efforts, and interests of the Ombudsperson's Office. The pivots between online and in-person course delivery during the demonstrated a successful offering in both online and in-person courses, which resulted in enhancing the student experience. As the university experienced a decrease in enrollment, in part due to the decrease of international students, the Ombuds Office also experienced a decrease in office visitors. In addition, the revisions to the Academic Concession Regulations and introduction of the Academic Concession Guidelines in September noticeably affected the number of inquiries made at my office. More details about the impacts are on page six.

Last spring, I consulted with the Senate Committee of Academic Standards (SCAS) on revising the Academic Integrity Policy. I provided several recommendations to increase consistent implementation of the policy to support the execution of fair procedures across all academic departments and faculties. The emergence of the artificial intelligence tools like ChatGPT brings a new challenge to academic integrity. ChatGPT is an automated chatbot that can support limited human like conversations to assist with writing tasks, such as, writing essays or code. Regardless of the differing opinions about the use of ChatGPT, it is here to stay! The university community will need guidance from the Senate Committee of Academic Standards (SCAS) on how to determine academic integrity allegations due to the use of ChatGPT to promote a consistent, credible, and transparent detection process across the university.

I continue learning how to embed an equitable lens framework into my practice. The work produced by the Taylor Institute for Teaching and Learning at the University of Calgary related to academic integrity, challenges me to ask: Who is reported and who is given lenience? Who is less likely to be retained after being penalized for a violation?

I appreciate the words of Sarah Eton, a scholar at the Taylor Institute in inviting Canadian calling post secondary institutions to action by prioritizing EDI and Indigenization in academic integrity, she states,

*“Academic work is advocacy work... We must take every opportunity to advocate for equity, in practice and in principle...”*

Recently, a student contacted my office seeking help on how to prepare for a meeting with the Department Chair regarding an academic integrity allegation. The reason the student was aware of my services is due to their parents and grandparents having the knowledge to suggest seeking my assistance. Not every student has access to a familial or social network to guide them through university processes. I look forward to the proposed revisions and resources by SCAS to address inconsistencies in procedural practices that may lead to inequitable experiences and outcomes for students.

For international students, excessive penalties for first time offences may disrupt the status of their study permit, their ability to apply for future work permits and ultimately permanent residency. Let's not forget that, if they need to retake a course, there is a stark contrast of tuition spent, in comparison to domestic students, and

possible socio-economic impacts to their family and mental health. Students approved for Withdrawal under Extenuating Circumstances or Backdated Drops are not eligible for fee reduction appeals on an interim basis. The Registrar is working on developing a policy to identify exceptional circumstances for fee reductions. I worry about the potential burden to students who may be asked to undertake an additional process associated with their request for academic concessions. Working with the members of the university community in supporting students on a regular basis has resulted in great outcomes for students. I appreciate the kindness extended to me year after year. I look forward to receiving your feedback and working together to improve students' experiences at the university.

Regards,

**Annette O'Hara**

University of Victoria Ombudsperson



# VISION, MISSION, GOALS

## WHAT IS AN OMBUDSPERSON?

An Ombudsperson assists with the fair and expeditious resolution of complaints in an **impartial**, **confidential** and **independent** manner. Services are free of charge and the Ombudsperson is not a representative of the person raising the complaint or the organization being complained about. Depending on how the office is established, the role of the Ombudsperson include:

- The use of informal resolutions for complaints using tools like mediation, negotiation and shuttle diplomacy.
- The use of Inquiries and structured investigations to determine whether a complaint is founded along with the ability to make recommendations to correct unfair situations, both in individual cases and to address systemic issues.
- Assistance with resolving complaints through advice, referral and discussion and by exploring available options.
- Looking for trends and patterns in complaints to identify and make recommendations to address potential systemic issues and seek system-wide improvements to influence positive changes.

The first Ombudsman role established in Canada was at Simon Fraser University located in Vancouver in 1965. The majority of provinces followed suit beginning in 1967 and by 1996 nine provinces, one territory and one federal government department had legislated Ombudsman offices in place for the purpose of general administrative oversight.

*(taken from Forum of Canadian Ombudspersons website [www.Ombudsmanforum.ca](http://www.Ombudsmanforum.ca))*

**The Office of the Ombudsperson opened its doors at the University of Victoria in 1978.** The Ombuds mandate is to deal with student-related issues and may provide information and referrals; offer confidential advice, feedback or coaching; problem-solve or facilitate communication; review or investigate.

## WHY HAVE AN OMBUDSPERSON?

- An Ombuds Office helps address grievances. Those with a sense of grievance against the institution are often less productive as staff or faculty members, less likely to succeed as students, and less likely to contribute as alumni;
- An Ombuds Office can help prevent conflicts from escalating. Conflicts cost time and resources; which negatively impacts individuals and community wellbeing.
- An Ombuds Office is tangible proof that the institution values fairness and values the members of the institutional community as individuals.

## VISION

**A university community committed to fairness.**

## MISSION

**To promote and support fairness, as an independent voice in the university community.**

## STRATEGIC GOALS

**Students who need help are aware of services offered by the Ombudsperson and can access them.**

Accessing the office over the past couple of years has been precarious due to the COVID-19 pandemic. The Ombuds office returned to offering in person appointments in September. The annual statistics indicate students primarily become aware of the Ombuds office through staff, UVic Websites and friends. Recently, the Ombudsperson implemented a cloud base booking software called WC Online used by other departments at UVIC. The software allows office visitors to book appointments based on mutual availability. Visitors can book in-person, online or phone appointments. So far, the software has helped to alleviate the Ombudsperson from some office administrative duties, such as, scheduling and collecting intake information with the ability to produce statistics and reports.

**Complaints efficiently addressed.**

Efficiency is achieving a high-level productivity with minimum wastage of efforts and resources. The length it takes to resolve ongoing complaints from previous years is lengthy. Some factors that contribute to the delay include time taken by academic leaders to respond to inquiries by the Ombudsperson and the exhaustive demands for support made by students. In this upcoming academic year, the Ombudsperson will look to incorporate other measures to review office efficiency.

**Support university faculty and staff members in improving academic administration policies and procedures.**

The Ombudsperson's office continues to have great relationships with university departments and academic leaders. This year, there was a four percent increase in the number of faculty consultations. The Ombudsperson continually revises and develops decision-making and fairness resources for faculty and staff located on the office website. A marked improvement in the quality, format and content of written decisions made by faculty members is a key indicator the resources are well received and useful.



# CASE DISTRIBUTION

## TYPE OF OFFICE VISITOR

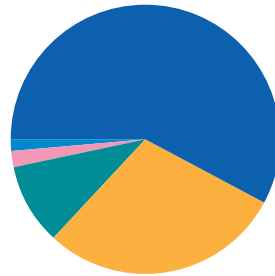
**74% Undergraduates**  
(down 13% from 2021)

**17% Graduate**  
(up 7% from 2021)

**6% Other**  
(up 4% from 2021)

**4% Faculty/Staff**  
(up 3% from 2021)

## VISITORS WHO CONTACTED THE OFFICE, SOUGHT HELP IN THE FOLLOWING WAYS:



**189 Information/Referral**

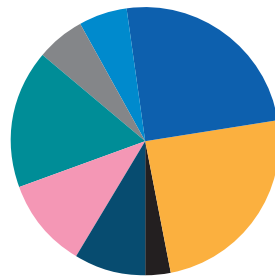
**96 Advice/Coaching**

**32 Advice/Feedback**

**6 Intervention**

**4 Faculty Consultation**

## HOW DID OFFICE VISITORS HEAR ABOUT THE OMBUDSPERSON'S OFFICE



**25% Staff**

**25% UVic Website**

**17% Friend or Family**

**11% Other**

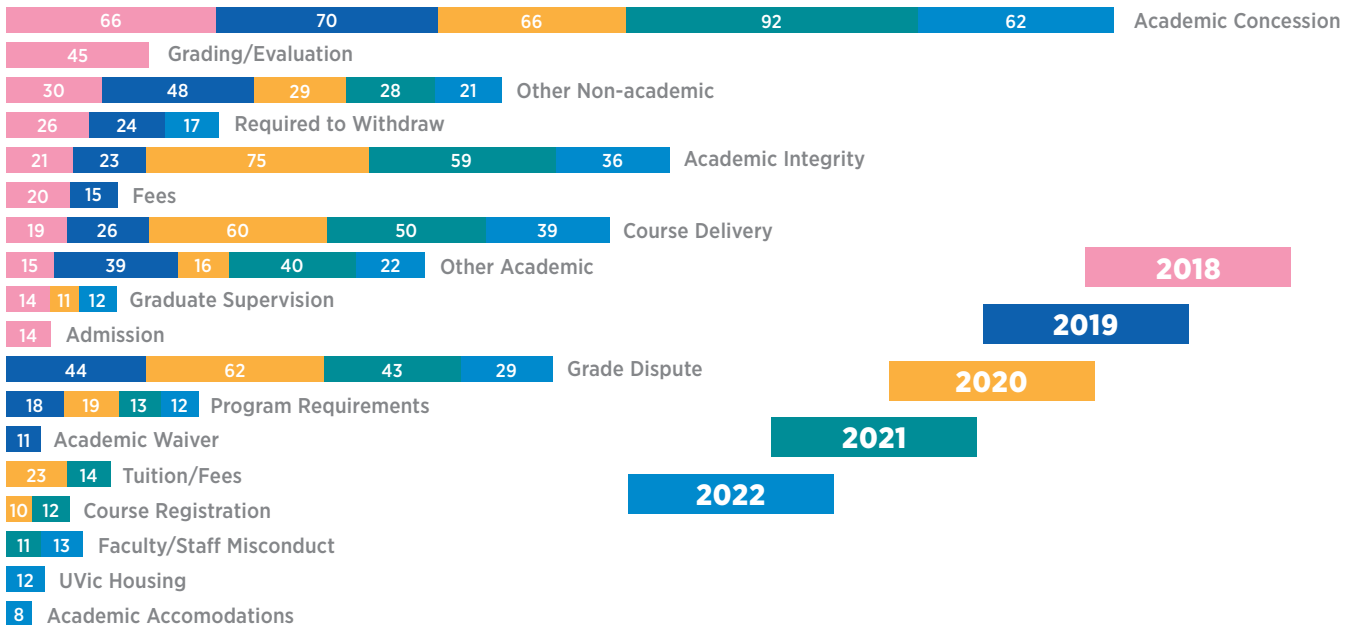
**9% Faculty**

**6% Google Search**

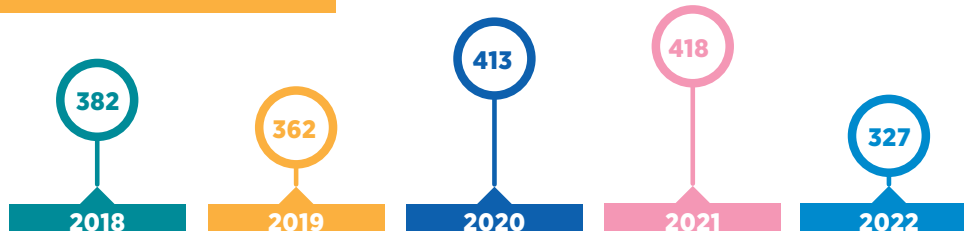
**6% Advertising**

**3% UVSS**

## NATURE OF OFFICE INQUIRIES (TOP TEN) YEAR TO YEAR



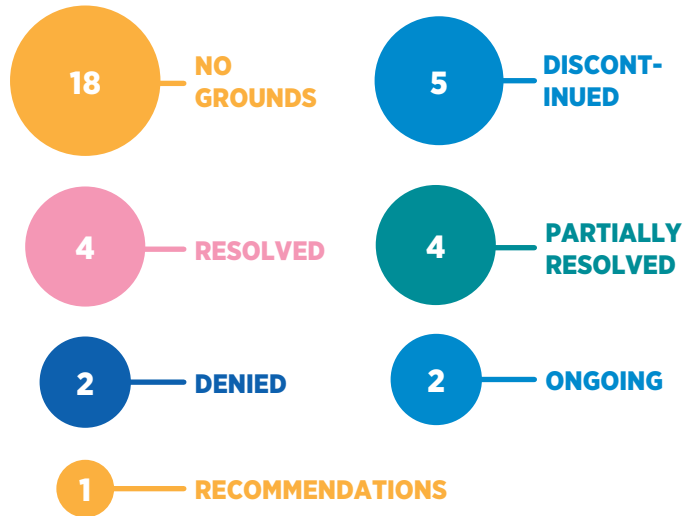
## OMBUDS OFFICE 5 YEAR CASE ACTIVITY



# HOW DID THE OMBUDSPERSON HELP THE UNIVERSITY?

## 35 INDIVIDUAL INTERVENTIONS

The Ombudsperson only intervenes in individual cases with the student's consent; however, the Ombudsperson does have the authority to initiate case reviews and investigations. Interventions include facilitating communication between students and academic units, problem-solving, mediation and case review/investigation.



## OMBUDSPERSON FEEDBACK SURVEY

(5% participation rate down 2.6% from 2021)

I was treated in a helpful, polite and efficient manner by the Ombudsperson?



How would you rate our experience with the Ombudsperson's office?

I was given relevant, accurate and adequate information to enable me to understand and evaluate the options available to me to address my concerns?



Would you refer others to the Ombudsperson's Office?

How well did the Ombudsperson meet your expectations?



## FEEDBACK SURVEY COMMENTS?

Receiving and reporting about feedback is an important aspect of case management services. It's a means to identify areas for improvement and to be accountable to stakeholders. This year's results pose a challenge to interpret as a whole. When dealing primarily with undergraduate students, it's important to manage expectations as a means to reach reasonable and realistic outcomes. Despite excelling in providing professional interactions, further reflection identifies areas to improve the student experience.

In response to students not feeling educated enough about relevant university policies, the Ombuds intends to develop a series of quick tips and info sheets to better inform students about key university policies which will be updated on the Ombudsperson's website.

### COMMENTS RECEIVED:

- “ More staffing is required.
- Thank you for the amazing work you do to support the campus community!
- She was very accurately mentioning the regulations. absolutely awesome experience.
- Annette was amazing, and without her I probably would have never got my conflict resolved.”



### STUDENT EMPLOYMENT ON CAMPUS - DELAY IN PAYMENT OF WAGES

Tom was an undergraduate student who was successful in applying for a job on campus. The job was not a unionized position, nor a research assistantship. The student performed work according to the duties of the job; however, when it came time to receive their wages, the employer experienced challenges in obtaining the funds to pay the student. To resolve the delay, the employer extended a personal loan to Tom. The student paid back the loan, which resulted in discrepancies in the payment of wages including vacation pay. The relationship was strained compounded by the power imbalance between the student and their supervisor.

Tom contacted the office seeking advice on how to resolve the matter. The Ombudsperson provided information about the Employment Standards Act and encouraged the student to contact their employer with no success. The Ombudsperson reached out to the employer in efforts to facilitate a discussion to support an informal resolution but the employer did not engage in the process. As a result, Tom had to begin proceedings in filing a complaint with the Employment Standards Branch and in the process of doing so, the employer responded to Tom's claim of wages owed and the matter was resolved.

The Ombudsperson contacted the office responsible for administering payroll on behalf of campus employers to discuss the improvement of communication and resources to avoid situations that Tom experienced. In situations when funding does not arrive on time to pay students their wages, what avenues or resources are available?

The office explained emergency bursaries are available to employers when there is a delay in grant funding. The resource office committed to developing resources, such as a payroll calculator, to help campus employers understand their responsibilities as employers as per the requirements set out in the Employment Standards Act.

### INTERNATIONAL STUDENT VISAS - A LITTLE DIFFERENCE GOES A LONG WAY

A student contacted my office because the Immigration, Refugee, Citizenship Canada (IRCC) approved their student visa for one year, instead of the minimum two years it takes to complete their program of study. Due to underlying situations impacted by COVID, the student's arrival in Canada was delayed. When the

student arrived, they only had 6 months remaining on their study permit. The student had to apply for an additional study permit.

International students apply for study permits to study in Canada. The study permit application requires post-secondary institutions provide information about the anticipated starting and finishing dates and the date by which a student needs to register for the program. The student sought the Ombuds assistance to request the student records office to issue an accurate letter to reflect the time to complete the program based on the information in the academic calendar to support a successful study permit application.

The Ombudsperson contacted the Graduate Student Records Office (GARO) to discuss issuing a new letter to reflect the time the student would be in Canada to complete their studies, to which they gladly obliged. The practice of the student records office is to report a minimum and maximum range of time it takes for students to complete their program to reflect the fact some students' finish their program early and other students take the maximum time to complete. The office issued a new letter and the student received approval for their visa application. The conversation elicited a conversation on whether the student records office can improve the accuracy reporting program completion. As a result, the office found a solution in the management of their software program, they reported "Study permit information letters for the majority of programs now reflect a minimum completion time of 2 years, while a specific group of programs has a minimum completion time of 1 year."

This result may seem minuscule; however, additional fees on top of the extraordinary amount of tuition paid to attend university and the stress of moving to another country as an individual on their own or with family.



# THEMES & RECOMMENDATIONS

## ACADEMIC CONCESSIONS:

The calendar year of 2022 recorded 62 contacts to my office regarding academic concessions. In comparison to the past five years, this year is a record low. In the second half of the year, there was a 27% decrease in contacts to my office regarding academic concessions compared to last year. Factors most likely contributing to the change are the return to on campus course delivery and the new revisions to the academic concession regulations and implementation of guidelines that took effect in September 2022. The common comment from students is most of their instructors are great and supportive. Students run into obstacles due to lack of timely communication with their instructors and sometimes resistance in making requests.

The academic concession regulations states students can expect their requests, *“Will be treated as confidential and in an equitable, fair, consistent, transparent and timely manner.”* Specifically, students should expect confirmation their *“in-course extension”* requests are received. What is considered a timely manner? It's making a decision in a reasonable period of time. Responding to a student's request within three to five days seems reasonable unless the matter is urgent. If longer time is required, then instructors should communicate to students when they can expect receive a decision.

I also note, when students request to withdraw from their courses due to extenuating circumstances, they are required to provide supporting documentation. Access to medical professionals is a challenge across the province. Students may not have access to a medical doctor if medical documentation is needed. Students may access medical services through the Student Wellness Centre but it does take time, and decision makers should be aware of possible delays.

## ACADEMIC ACCOMMODATION

As a publicly funded institution, UVIC is required by the provincial government to develop: an accessibility committee, accessibility plan and public feedback tool as part of the Disability Act introduced in 2022. While accessibility should be everyone's responsibility, there is no further indication when the current academic accommodation policy will complete its revision process.

In the 2023 Winter Term, the Centre for Accessible Learning (CAL) indicated a continual increase in the students registered at CAL and from 2019-2020 alone the demand increased 50%. Increased requests affect CAL's ability to meet the demand for scheduled exams. The trend in inquiries made to the Ombudsperson is centered on disagreement in reaching accommodation and the lack of using conflict resolution mechanisms in

the Academic Accommodation policy. Students and faculty members need to be appropriately educated and make use of the informal and formal review processes available in the current policy. Specifically the policy states:

*When a student, instructor or Department Chair is dissatisfied or disagrees with the academic accommodation, the CAL Coordinator will review the concerns. Other experts including advocates who may be helpful in resolving the situation may also be consulted as a part of an informal review and mediation process.*

*If the matter is not resolved through an informal process, the student, instructor or Department Chair may request a formal review by the Associate Vice-President Academic and Student Affairs.*

I consistently observe students informed about an instructor's disagreement about approved accommodations well after the release of an accommodation letter to the instructor. When it is time for the assessment to take place or the student to access their accommodation, late planning is involved due to disagreements, which puts the student in a place of uncertainty about their accommodations and sometimes exacerbates their disabilities. I recognise the timing of notifying instructors is not always ideal and there are challenges that comes from managing multiple and numerous requests with limited resources. Thus, the importance of encouraging open and honest communication as directed by the policy is key.

The Ombudsperson commits to work with the university to find avenues to educate faculty, students and staff about the dispute resolution mechanisms available through the Academic Accommodation policy.

*In consideration of concerns outlined in this report, the Ombudsperson recommends the university community develop explanatory guidelines to existing policies or regulations, such as the Academic Concession Guideline, written in plainer language as best practices for future policies affecting the student experience. In addition, the Ombudsperson actively participates on revision policy committee, as a non-voting member, and provides in-depth consultations upon request. The Ombudsperson welcomes more opportunities to be involved in policy development.*

## COURSE DELIVERY

I reviewed the statistics for over 5 years. Years 2020 and 2021 are outliers due to the pandemic however there has been a steadily increase with concerns about course delivery. The characteristics of concerns brought to my attention are:

- Lack of classroom organization
- Late or inadequate course syllabi
- Late or little to no feedback on assessments
- Lack of relevant course content and/or assessments
- Lack of response to email inquiries

An adequate course outline can address most of the concerns listed above. Students are required to meet the numerous obligations and deadlines set by instructors, programs and faculties to receive grades and credit for completed work. It is only fair and reasonable for students to receive a course outline at the beginning of every term for every registered class as minimum expectation. This will allow students to plan their academic term accordingly, especially in times when students are struggling with securing food, housing and employment to keep up with the demands of today's economy.

## THE NEED FOR SUPERVISORY RESOURCES FOR STUDENTS

In September 2022, I attended a graduate supervision orientation session. One of the most beneficial pieces of advice imparted to new graduate students was from a fellow graduate student who compared the supervisory like a dating relationship, where you first get to know each other and begin dating and progress to the point where you need to *“define the relationship”*.

Approximately two thirds of the graduate students contacted the Ombuds office for advice and coaching to manage their supervisory relationship. Students needed advice on how to communicate with their supervisors and discuss managing: deadlines, thesis revisions, expectations for program requirements and degree completion progress.

The graduate supervision policy provides a framework to outline the respective duties and responsibilities of students, supervisors, graduate advisors and committee members. What is lacking are supports and resources for students to help guide their relationship with their supervisor. Last year, the office introduced the Graduate Checklist, as a tool for students to initiate discussions with their supervisors and to define the relationship by discussing key aspects of the relationship, such as, general expectations and responsibilities. The checklist is based off a template guide from McMaster University entitled *“Getting the Supervisory Relationship Off to a Good Start: A Template to Address Expectations for Graduate Students and their Supervisors.”*

Like dating, people change and may decide they want to end the relationship. In the graduate world, it is not uncommon for there to be a change in supervision, depending on who initiates the change. For students who decide they want a new supervisor, options can be limited finding new supervisor. For various reasons, supervisors may be reluctant supervising a new student and there is nothing binding a supervisor to take on a new student. I have experienced a few times where students were unable to find a new supervisor and had to either transfer or apply to a different program or discontinue their studies. Thus, providing students with information and resources to develop the skills necessary to navigate earlier on in the supervisory relationships is essential.

**I recommend the Faculty of Graduate Studies develop a compliment of resources for graduate students to assist in the navigation of their supervisory relations. Possible resources: a discussion template guide, online student orientation module(s), workshops and thesis management software tools.**

## EQUITY ACTION PLAN

As part of its goal to have institutional accountability through meaningful engagement and feedback, the University Of Victoria is committed to conducting an equity review of UVic graduate student experiences. This endeavour is of mutual interest to the Faculty of Graduate Studies and the Office of the Ombudsperson. I look forward to capturing the intricacies of the intersectionality experiences of graduate students, such as, students with disabilities and dependents, students navigating housing and food security, students from equity deserving groups experiencing discriminatory practices and challenges in receiving graduate funding due to their residency status in Canada, the list goes on. It is my hope the information collected can assist in developing meaningful resources and identify ways for the graduate supervision policy to reflect the graduate student experience.

As an Ombudsperson in a one person office, it can be isolating. The work itself has its highs and lows. Sometimes you wonder if you're making a difference...it's moments like these that helps to know the work I am engaged in makes a difference.



*“I want to extend a heartfelt thank you for all of your help over the past year as we navigated this issue. As indicated, we were successful in our appeal.[The outcomes] has made a massive difference in my life, as well as that of the others. It is nothing short of life changing. We couldn't have gotten to this point without your assistance and support, so I am so grateful. Thank you again for all of your hard work!”*

# MANDATE & OTHER ACTIVITIES

## OFFICE STRUCTURE

The office is funded by direct contribution from undergraduate and graduate students, and a grant from the university administration. The office is comprised one full-time ombudsperson with no administrative staff. The ombudsperson reports to the Ombudsperson Advisory Committee, with representation from undergraduate and graduate students, the Faculty Association, the Professional Employee Association and UVic senior administration and University Senate. The purpose of the committee is to: establish guidelines, policy and procedures for the operation of the Office of the Ombudsperson; advise and make recommendations to the Ombudsperson regarding their annual operating budget and annual operational plan; and approve the budget and annual operational plan for the Office of the Ombudsperson, including but not limited to provisions for salary, office expenses and professional development.

*(Because of confidentiality requirements, committee members do not have access to individual case information.)*

## PROFESSIONAL DEVELOPMENT

### ACCUO Regional Meeting September 2022 – Hosted by UBC Okanagan

Promoting Student Health and Wellbeing Through Fairness presented by Dr. Gaya Arasaratnam and Tanya Tanya Forneris. The presentation focused on:

- Reflection on how Ombudspersons can identify and effectively support students
- Systemic/Structural Improvements; Ombudspersons can advocate to advance wellbeing

The presentations were insightful and encouraged further reflection on how to advance wellbeing in my practice as an Ombudsperson.

Forum of Canadian Ombudsman Conference October 2022

This conference was held in Ottawa, Ontario; I attended virtually.

## KEY SESSIONS

- Administrative Law Updates and Best Practices for Procedural Fairness
- Ombuds Responsibility to Incorporate Equity, Diversity and Inclusion in the Workplace
- Increasing Awareness Through Target Outreach Activities

## OUTREACH ACTIVITIES

- Indigenous Student Graduate Orientation
- Indigenous Student Undergraduate Orientation
- Student Move In Day
- New Student Welcome
- Law Student Tabling Event
- Graduate Student Info Session

In September, I attended the Move In Day where a booth was set up with games and prizes. Students and parents alike enjoyed playing corn hole. In partnership with Residence Services, promotional office material formed part of the welcome package provided to over 2200 students living in campus residences. Other outreach activities included attending undergraduate and graduate info fairs.

In honour of National Ombuds Day (October 13, 2022) I collaborated with the UVIC Communications team to create a “Meet the Ombuds” Instagram story reel posted on UVIC Instagram page. The post received 9138 views and 359 likes.

## UNIVERSITY COMMUNITY BUILDING

Often, office visitors learn about the Ombuds Office from a human contact or connection, thus, it is important to continue to build and maintain relationships across campus. In 2022, sixteen introductions were made to new academic leaders and the Ombuds office presented departmental orientations to four academic units.

I received the following email from a faculty member:

“I’m a faculty member. I’m contacting you to ask for your advice about how students, staff or faculty should go about reporting or raising concerns about harassment or discrimination at UVic. We’d like to incorporate this information into a “flowchart” that would illustrate the recommended pathways for complaints, etc. First of all, do either of your offices already have a reporting flowchart we could use as a template?

Secondly, do you have any recommendations about who students/staff/faculty should contact under different circumstances? For example, under what circumstances should they contact EQHR rather than the University Ombudsperson or the Faculty EDI Committee or Director (or vice versa)?”

This comment is an indicator that there is a need for effective and sustainable ways to inform the university community about the student services available and to understand their respective scope of practice. Every faculty and departmental website should include a section for students, staff and faculty to access pertinent information about student services. In an ideal world, locating all student services in one building would enhance the student’s experience in accessing services. Realistically, an accessible centralized hub for information about student services with tools to help navigate students’ concerns is an initiative I hope will evolve as I begin talks with university campus partners.



Office of the Vice-President Finance and Operations

MEMO

University  
of Victoria

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**Date:** April 19, 2023

**To:** Carrie Andersen  
University Secretary

**From:** Elizabeth Croft, Vice-President Academic and Provost  
Kristi Simpson, Vice-President Finance and Operations  
Co-Chairs, Campus Planning Committee

**RE: SEMI-ANNUAL REPORT TO SENATE ON CAMPUS DEVELOPMENT**

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Please find attached the semi-annual report to Senate on campus development for its May 5<sup>th</sup>, 2023 meeting.

A handwritten signature in blue ink, appearing to read "Elizabeth Croft".

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Elizabeth Croft  
*Vice-President Academic and Provost*

A handwritten signature in black ink, appearing to read "Kristi Simpson".

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Kristi Simpson  
*Vice-President Finance and Operations*





University  
of Victoria

## Semi-Annual Report to Senate on Campus Development

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### Executive Summary

Progress continues on major capital projects on campus. The construction of the Student Housing and Dining Project is progressing well. Čeqʷəŋín ʔéʔlən | Cheko'nien House was completed in August and operational for fall 2022, and Sŋéqə ʔéʔlən | Sngequ House is on target for completion in July with occupancy scheduled for August 2023.

The university is developing an addition to the Engineering/Computer Science Building (ECS) and a separate High Bay Research and Structures Laboratory to support the expansion of Faculty of Engineering and Computer Science programs. Broad campus community engagement was completed last year. The District of Oak Bay approved the university's Development Variance Permit application, and funding support has been announced by the BC Government. The project was tendered in early fall of 2022. The tender was not awarded as the submissions significantly exceeded the budgeted costs for the project. Facilities Management developed a new project procurement and delivery model and additional funding was obtained from the Ministry of Post Secondary Education and Future Skills to help address construction cost pressures. The project is expected to start construction in late 2023.

The main trade package for the new National Centre for Indigenous Laws was tendered January 2023 and construction is underway. A Construction Celebration Event was held on March 9, attended by representatives from the Ministry of Post Secondary Education and Future Skills, the Supreme Court of Canada, Mayor of Saanich and Oak Bay, the BC Law Foundation and UVIC Leadership. Broad campus community engagement was completed last year, and a Development Variance Permit application was approved by the District of Oak Bay. The work on site continues to progress with excavation and structural installations in the month of March. Project completion is scheduled for late fall of 2024.

In February 2023, the university announced the planned closure and decommissioning of the Ian Stewart Complex and Campus Storage Facility. The university Executive and Board of Governors have supported the development of a potential mixed-use university district that provides new housing opportunities to support a more vibrant campus and surrounding community. Future engagement opportunities will be available to help shape the future of the site and will be communicated broadly with the campus community and neighbours.

### 1.0 Student Housing and Dining Project

A ceremony was held on April 5<sup>th</sup>, 2023, to name Building 1 Čeqʷəŋin ʔéʔləŋ (Cheko'nien House), the ləkʷəŋən name for the territory now known as Oak Bay, and Building 2 Snéqə ʔéʔləŋ (Sngequ House), ləkʷəŋən for “snow patches.” Sngequ House is at full building height with a 70% complete building envelope. This project includes a total of 783 beds (621 net new) and a new 600-seat dining hall. Two new 225-seat lecture theatres and conference space and an Indigenous student lounge and meeting rooms are also included. In addition to providing much needed student housing, the project also supports the university's sustainability goals. Both buildings are designed to Passive House and LEED Gold standards, which focus on energy and greenhouse gas emission reductions from building operations. Cheko'nien House's Passive House Certification is expected soon, and it won a Net Zero Energy Ready Challenge award. Cheko'nien House is completed and operational and Sngequ House is scheduled for completion summer of 2023.

More information on Indigenous building names: <https://www.uvic.ca/campus/indigenous-building-names/index.php>

### 2.0 Engineering and Computer Science Expansion

The Five-Year Capital Plan sets capital planning priorities for the university and supports an addition to the Engineering/Computer Science Building (ECS) and new High Bay Research and Structures Laboratory (HBRSL) building to support the expansion of Faculty of Engineering and Computer Science programs and research.

The ECS addition is a six-storey addition to the building that has been thoughtfully considered with respect to its context, matching the height and orientation of the existing building while presenting an active and engaging frontage on Ring Road. The proposed HBRSL includes materials and geotechnical laboratories. The building is identified by its 12-metre clear high bay area that is utilized for structural materials testing.

The addition to ECS and the adjacent HBRSL will provide the space required to support an expansion of the civil engineering program and incremental growth within the Faculty of Engineering and Computer Science. The project will allow the Faculty to meet continued student demand, work toward meeting the current and anticipated labour market demand for program graduates, and build a world-class research profile. The proposed design is consistent with university planning policies for a compact campus connected to active transportation infrastructure.

Broad campus community engagement was completed last year, and a Development Variance Permit application was approved by the District of Oak Bay. Provincial government funding support toward the project was announced in July. The project was tendered in early fall of 2022. The tender was not awarded as the submissions significantly exceeded the budgeted costs for the project. Additional funding has been secured from the Ministry of Post-Secondary and Future Skills, and the university is in the procurement process for Construction Management Services for the project. Construction is anticipated to start late 2023.

More information: [uvic.ca/engineeringexpansion](https://www.uvic.ca/engineeringexpansion)

### 3.0 National Centre for Indigenous Laws

Another top capital priority for the university is a major expansion to the Fraser Building to support a new National Centre for Indigenous Laws. The building expansion will advance the Truth and Reconciliation Commission's Call to Action 50 to support and promote Indigenous law. It will strengthen the Law program, reflect the goals of UVIC's Indigenous Plan in built form, and position UVIC as a global leader in creating better opportunities for Indigenous students, entering into respectful educational and research partnerships with Indigenous communities, and advancing respect, reconciliation, and mutual understanding.

The design for the National Centre for Indigenous Laws responds to and links with the surrounding natural environment. It provides connection to the existing building in two locations, creating a continuous internal circulation loop that supports ongoing connectivity within the Faculty of Law. The massing takes on a sweeping form rising from north to south with a prominent new building entry and glazing on Ring Road. It includes unique learning environments that reflect the goals of the Indigenous Law program and facilitate smudging and ceremonies, including small and large gathering spaces, a sky classroom, and maker space.

The project has received funding from the federal and provincial governments and the Law Society of British Columbia. The NCIL expansion is being coordinated with the Fraser Renewals project, which includes interior renovations and building service upgrades. Construction is underway, and the National Centre for Indigenous Laws and the Fraser Renewals project are both scheduled for completion in late fall of 2024.

More information: [uvic.ca/fraserexpansion](https://uvic.ca/fraserexpansion)

#### 4.0 Ian Stewart Complex

The Ian Stewart Complex was UVic's primary recreation centre from 1991 to 2015. Remaining uses within the building include storage, office space, two academic laboratories, and an ice arena. In 2015, UVic completed the Centre for Athletics Recreation and Special Abilities (CARSA) meaning that almost all athletic uses were transferred to this new complex. The remaining ice arena, which was constructed in 1970, is well beyond its estimated life of 40 years. In February, the university announced the closure and decommissioning of the facility and a planning process to revitalize the site to include new housing and commercial uses to support a more vibrant campus. The project will also continue to diversify the university's revenue streams to support university priorities. Future engagement opportunities will be available to help shape the future of the site and will be communicated broadly with the campus community and neighbours.

## Office of the Vice-President Academic and Provost

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**DATE:** April 19, 2023

**TO:** Members of Senate

**FROM:** Elizabeth Croft, Vice-President Academic and Provost & Helga Hallgrímsdóttir, Acting Deputy Provost

**RE: Academic Action Plan**


### **Background**

During a fall 2022 Listening Tour, the Vice-President Academic and Provost engaged with leaders, faculty, librarians and staff across campus to hear thoughts, ideas and feedback on UVic's academic mission in the context of the new Strategic Plan. Discussions related to where UVic should focus efforts over the next five years with respect to the academic mission and portfolio; what's working well and suggested areas for improvement, including what we can stop doing; and new and exciting ideas that we should explore together as an academic community. A [summary of the Listening Tour](#) is available on the VPAC website.

At the conclusion of the Listening Tour earlier this year, the Provost tasked the Deputy Provost with reviewing feedback and with a view to strengthening the academic portfolio in the context of the new Strategic Plan and other university plans. We are starting from a place of strength, with high-quality and research-enriched programs embedded with experiential learning opportunities, and have identified some key areas to focus our efforts.

### **Objectives**

The Vice-President Academic and Provost recently initiated a process to consult on and draft an Academic Action Plan to support effective implementation of the new Strategic Plan and other institutional plans, including the draft Indigenous Plan, Equity Action Plan, Climate and Sustainability Action Plan, Aspiration 2030, Campus Plan, and upcoming Global Engagement Plan. In addition to advancing these plans, the Academic Action Plan will focus and strengthen effective implementation of critical government initiatives relevant to the post-secondary sector. Our obligations under DRIPA and the Scarborough Charter will also inform the goals, initiatives and key performance indicators of the action plan.



The action plan will provide a framework for how academic programming; student enrolment and the student experience; and faculty and staff recruitment, retention and professional development opportunities can advance the strategic goals of the university while also meeting our key community, government and other external priorities. It will demonstrate how the academic portfolio contributes to UVic's global reputation and strong partnerships with local and surrounding communities.

Alongside focusing investments and initiatives in areas aligned with institutional plans, a central goal of the plan will be to contribute to the financial sustainability and fiscal health of the university by updating our enrolment targets and accompanying investments for degree programs, professional graduate programming and other short-stay programs aimed at working professionals. It will include initiatives to build and ensure stable and diverse domestic enrolments that are responsive to student interest, community and industry needs, and government priorities, as well as a robust cohort of international students drawn from regions around the world.

The plan will also include goals around budget management and accountability informed by our work on reviewing the university's budget model, such as shared responsibility of enrolment objectives, investing in professional development to enhance financial acumen of academic leaders across campus, and transparent sharing of data to enable academic leaders to make sound academic planning decisions within their units.

### **Themes and process**

The Academic Action Plan will be developed through consultations with members of the campus community, government and ministry representatives, local communities, external partners and academic leaders. We envision that the action plan will be organized around three themes or areas related to students, innovation and culture.

A working group led by the Deputy Provost will use these consultations to inform goals and initiatives—aligned with the Strategic Plan and other institutional plans—along with key performance indicators to guide direction of initiatives and areas of focus within the three priorities.

### **Next steps**

Following a presentation at the May Senate that provides more information about the proposed Academic Action Plan, we will begin the first phase of consultations through meetings and online surveys with leaders, faculty, staff and students. We propose additional consultations with Faculty Councils in the fall term, facilitated by the Provost and Deputy Provost, working towards finalizing the action plan in spring term 2024. We will update the campus community throughout the process, including through regular web updates on the VPAC website, and will bring the item back to Senate before sharing with the campus community.



# MEMO

**Date:** April 18, 2023

**To:** Senate

**From:** Elizabeth Croft, Vice-President Academic and Provost

**Re:** **Proposed Revision to AC1135 – Policy for the Establishment of Certificate and Diploma Programs**

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**Introduction:**

In July 2022, a working group was established to review, revise and update the Policy for the Establishment of Certificate and Diploma Programs (AC1135) to incorporate the creation of non-credit and for credit micro-credentials. During the process of research, examination and discussion, the working group determined that the progression for which smaller, micro-certificates would be approved could utilize a nimbler process than the more widespread governance process established for more major credential creation. At the same time, it is an important responsibility of Senate to ensure the university's academic credentials meet required quality and uphold institutional standards. As a result, this proposed revision accompanies a change to the terms of reference for the Senate Committee on Planning and a proposed delegated authority governance process so that the Board of Governors and Senate will receive regular reports on approved micro-certificates. This ensures Senate oversight through a Senate standing committee with consistent, high level oversight.

Micro-certificates are proposed to serve a variety of needs from upskilling professional learners in need of additional knowledge to apply to their employment, to providing a pathway for individuals who may not have considered themselves welcome in a university setting. For this second group of learners, a micro-credential may provide the opportunity to continue their education through larger certificates, diplomas, or degrees.

Motion:

That Senate approve the revisions to the Policy for the Establishment of Micro-Certificate, Certificate and Diploma Programs (AC1135) effective immediately.

**Consultation and Summary of Revisions:**

Since July 2022, the revisions to AC1135 have been examined by the Senate Committees on Planning, Academic Standards, and Curriculum. In accordance with Appendix A of the collective agreement between the Faculty Association (FA) and the university, the FA was given the opportunity to comment on the proposed revisions. The attached document is the result of feedback from these discussions. Specifically, the following areas have been included in the revised policy to mirror the existing processes for certificate and diploma programs:

- Definition of an undergraduate and graduate for credit micro-certificate
- Specified admission, ladder and transfer credit processes for future use in larger credential programs
- Delegated approval authority and annual reporting mechanism for micro-credentials



- Differentiation between non-credit and for credit micro-credentials
- Inclusion of micro-credentials in the academic standards of achievement of the university as defined for non-credit and for credit courses
- Incorporation of micro-credentials in the procedures for the establishment of certificate and diploma programs

Additional revisions were made during this review to establish more consistent definitions for certificates and diplomas as well as outline the areas of support for programs who will need to consult with Indigenous Academic and Community Engagement and the International Centre for Students.

Members of the Micro-credential Working Group

Elizabeth Adjin-Tettey, Acting Associate Vice-President Academic Planning

Jo-Anne Clarke, Dean, Continuing Studies

Wendy Taylor, Acting Registrar (since September 2022)

Ada Saab, Associate University Secretary

*Past members*

Nicole Greengoe, Registrar (until September 2022)

/attachments



**POLICY FOR THE ESTABLISHMENT OF  
MICRO-CERTIFICATE, CERTIFICATE AND  
DIPLOMA PROGRAMS**

**University Policy No.:** AC1135  
**Classification:** Academic and Students  
**Approving Authority:** Senate  
**Effective Date:** ~~December/07~~ May/23  
**Supersedes:** ~~May/00~~ December/07  
**Last Editorial Change:**  
**Mandated Review:**

**PURPOSE**

1. This policy guides the establishment of micro-certificate, certificate, and diploma programs at both the undergraduate and graduate level. The purpose of establishing these credentials is to advance the university's academic goals and objectives, and to address the growing demand across society and within professional and academic sectors for specialized, flexible, and accessible education within particular domains of study, and to complement existing undergraduate, masters and doctoral programming.

**POLICY**

**2. Criteria for the Establishment of Certificate and Diploma Programs**

- 2.1 An undergraduate or graduate micro-certificate, certificate or diploma program must have a clearly defined educational objective and rationale, and comprise a coherent body of knowledge.
- 2.2 Programs should have a target audience and meet a significant and sustained educational need.

**3. Types of Undergraduate Micro-Certificate, Certificates or Diplomas**

**3.1 Undergraduate Micro-certificate**

- 3.1.1 A micro-certificate is a small, focused, competency-based qualification that is aligned with industry, community and/or Indigenous community needs.
- 3.1.2 A micro-certificate program may consist of regular or special topic undergraduate university credit courses, some or all of which might be designed for the credential, or specially developed non-credit courses at an equivalent level, or a combination thereof. All courses in a micro-certificate program must be approved by the Curriculum Committee of the academic unit offering the credential.
- 3.1.3 Undergraduate micro-certificates should normally consist of 39-120 hours of classroom equivalent instruction (1.5 - 4.5 units or 1-3 1.5-unit courses when offered for credit).



- 3.1.4 Micro-certificate programs will have specific admission requirements according to the program design and unit selection process.
- 3.1.5 Credit courses completed in micro-certificate programs may be applied (ladder or stack) toward undergraduate certificate, diploma or degree programs with approval of the appropriate academic units offering the program. Provisions for any individual course articulation must be outlined at the initial micro-certificate proposal creation stage. Applicants who wish to apply course credits from a micro-certificate program towards another program must satisfy the current admission requirements for that program.

### 3.2 Undergraduate Certificate

- 3.2.1 A certificate program may consist of regular undergraduate university credit courses, some or all of which might be designed for the credential or specially developed non-credit courses at an equivalent level, or a combination thereof. All courses in a certificate program ~~courses~~ must be approved by the Curriculum Committee of the academic unit offering the credential.
- 3.2.2 Undergraduate certificate programs of study should normally consist of 270-390 hours of classroom equivalent instruction (10.5 - 15 units or 7-10 1.5-unit courses when offered for credit).
- 3.2.3 The minimum admission requirements will be secondary school graduation. Applicants who do not meet the normal admission requirements who are particularly qualified by appropriate experience may also be admissible.
- 3.2.4 Credit courses completed in certificate programs may be applied toward undergraduate diploma or degree programs with approval of the appropriate academic units offering the ~~degree~~ program. Applicants who wish to apply course credits from a certificate program towards another program must satisfy the current admission requirements for that program.

### 3.3 Undergraduate Diploma

- 3.3.1 A diploma program should normally consist of regular undergraduate university credit courses, some or all of which might be designed for the credential or specially developed non-credit courses at an equivalent level or combination thereof. All courses in a diploma ~~certificate~~ program ~~courses~~ must be approved by the Curriculum Committee of the academic unit offering the credential.
- 3.3.2 Undergraduate diploma programs of study should be equivalent to one full year or more of university study (normally 15-18 units or 10-12 1.5-unit courses) when offered for credit.

- 3.3.3 Undergraduate diploma credit courses are normally at the 300 and 400 level; non-credit courses normally are offered at the equivalent level.
- 3.3.4 Depending upon the nature and content of the diploma, admission may require either 3<sup>rd</sup> year standing, or an undergraduate degree from a recognized post-secondary institution, or a specified combination of academic and professional experience.
- 3.3.5 Students who wish to transfer from a micro-certificate, certificate or diploma program to a regular undergraduate degree program must meet the current admission requirements of that program.
- 3.3.6 Credit courses completed in diploma programs may be applied toward undergraduate degree programs with approval of both the faculty and academic unit offering the degree program.

#### 3.4 Professional Specialization Certificate

- 3.4.1 A Professional Specialization Certificate program may consist of regular undergraduate university credit courses some or all of which might be designed for the credential or specially developed non-credit courses approved by the relevant Curriculum or Advisory Committee in the sponsoring faculty or faculties.
- 3.4.2 The study program consists of a minimum of 150 hours of classroom equivalent instruction (6 units when offered for credit or 4 1.5-unit courses).
- 3.4.3 The minimum admission requirements will normally be a bachelor's degree from a recognized post-secondary institution plus two years' work-related-relevant experience and approval by the Program Advisory Committee.

#### **Transfer Credits for Micro-certificates, Certificates, Diplomas or Professional Specialization Certificates**

Students who have completed credit courses through prior studies may apply to have these credits transferred towards a micro-certificate, certificate, diploma or professional specialization program at the time they are accepted into their program. Transfer credit will normally not be granted for more than 50% of the program's requirements.

#### **4. Types of Graduate Micro-certificates, Certificates or Diplomas**

Graduate Micro-certificate programs of study normally should be 1.5-4.5 units of coursework at the 500 and/or 600 level.

Graduate Certificate programs of study normally should be 6.0-7.5 units of coursework at the 500 and/or 600 level.

Graduate Diploma programs of study normally should be 9.0-12.0 units of coursework at the 500 and/or 600 level.

Graduate ~~Micro-certificates~~, Certificates and Diplomas:

Consist of specified sets of regular university graduate credit or specially developed non-credit graduate courses.

May be taken by students who are concurrently admitted to a regular graduate degree program or by students admitted only for the purposes of the diploma, certificate or micro-certificate.

May be integrated with, or complementary to, other regular-degree programs of graduate study or may stand alone.

Credit courses completed in graduate micro-certificate, certificate and diploma programs may be applied to concurrent or subsequent graduate ~~degree~~ programs with approval of both the faculty and the offering academic unit ~~offering the degree~~. Program proposals for graduate micro-certificates, certificates and diplomas will clearly describe how course credit may be articulated with degree subsequent programs.

~~Where a graduate certificate or diploma addresses an area of professional theory and practice the program title may specify Graduate Professional Certificate or Graduate Professional Diploma.~~

Admission requirements:

Students admitted to graduate micro-certificate programs must satisfy the admission requirements specified for the micro-certificate program. After completion, students applying for subsequent programs must satisfy the current admission requirements for that program.

Students admitted to graduate certificate and diploma programs that include credit courses must satisfy all regular admissions requirements of the Faculty of Graduate Studies as well as the specific requirements of the program.

~~Students admitted to graduate certificate and diploma programs that are entirely comprised of non-credit courses must satisfy the admission requirements specified for the program.~~

Students who have completed credit courses through prior studies may apply to have these credits transferred towards the micro-certificate, certificate, or diploma program at the time they are accepted into the program. Transfer credit will normally not be given for more than 50% of the program requirements.

## **5. Administration of ~~Micro-Certificates~~, Certificates and Diplomas**

- 5.1 All micro-certificates, certificates and diplomas containing credit courses should be developed by, or in partnership with, an academic unit department and, in the case of graduate micro-certificates, certificates and diplomas, with the Faculty of

Graduate Studies. The academic units assume responsibility for the integrity and quality of these programs.

- 5.2 Credit-bearing micro-certificates, certificates or diplomas must be approved by academic decision-making bodies within the relevant Faculties and in the case of graduate micro-certificates, certificates or diplomas, the Faculty of Graduate Studies.

Senate Committee on Planning has the delegated authority to approve for-credit micro-certificate programs and will provide a regular annual report to Senate and the Board of Governors.

The development of new credit courses (excluding Special Topics courses) in the development of a micro-certificate, certificate or diploma follows the normal curriculum approval process.

- 5.3 Certificate and Diploma programs entirely comprised of non-credit courses will normally be managed through the Division of Continuing Studies which assumes responsibility for the integrity and quality of the programs, in consultation with the Program Advisory Committee, the Senate Committee on Continuing Studies, and in the case of graduate certificates and diplomas; the Faculty of Graduate Studies.

Micro-certificate programs entirely comprised of non-credit courses will normally be managed by the Division of Continuing Studies in partnership with the academic units that develop the program. The academic units assume responsibility for the integrity and quality of these programs.

For purposes of institutional tracking and data reporting, non-credit micro-certificates developed by academic units must be forwarded to the AVP Academic Programs, who will consult with the Deans of Continuing Studies and Faculty of Graduate Studies, as appropriate.

- 5.4 ~~There will be a~~ Academic units will establish a Program Advisory Committee for both the development and delivery phases of each micro-certificate, certificate or diploma program. The Program Advisory Committee may be part of a unit's regular Curriculum or Graduate Committee. The majority of the members of the Committee should be appointed by the academic unit(s) most closely involved with the program. As programs are being created, one or more representatives of the community being served may be appointed to the Committee. Once students are enrolled in the program, a student representative may be invited to serve on the Committee.

5.4.1 The primary functions of the Program Advisory Committee shall be:

- a. to provide guidance in the program design and development phase and ensure that the program and its courses adhere to academic standards and meet the needs of learners;

- b. to review the program on an on-going basis and recommend changes regarding curriculum, program development, and administrative procedures;
  - c. for academic credit programs, to ensure the appointment of an Academic or Graduate Advisor, who will provide academic assistance to students, and policy and management advice to program administrators;
  - d. for non-credit programs, to provide the Program Director in the Division of Continuing Studies with recommendations on the management and ongoing development of the program.
- 5.5 For programs involving credit courses, the academic unit(s) involved will appoint faculty and manage the program in consultation with the Academic Advisor, or in the case of graduate [micro-certificates](#), certificates and diplomas, the Graduate Advisor and the Faculty of Graduate Studies.
- 5.6 For programs offered on a non-credit basis, the Division of Continuing Studies or the unit responsible for the program will appoint faculty and manage the program in consultation with the Academic Advisor, and in the case of graduate certificates and diplomas, the Faculty of Graduate Studies.
- 5.7 The application of work completed in a [micro-certificate](#), certificate or diploma program toward the requirements for a regular undergraduate or graduate degree shall be governed by the [current](#) academic regulations of the university and by the specific requirements of the degree program concerned.

## **6. Standards of Achievement**

- 6.1 The courses offered in an undergraduate or graduate [micro-certificate](#), certificate or diploma program shall be at the usual academic standard of the academic units concerned and be evaluated at that standard.
- 6.2 When courses are offered on a non-credit basis, they will meet the standards of achievement for equivalent levels of undergraduate and graduate courses, as defined by the [Program](#) Advisory Committee.

## **AUTHORITIES AND OFFICERS**

7. The officers and authorities for this policy are:
- i) Approving Authority: Senate
  - ii) Designated Executive Officer: Vice-President Academic and Provost
  - iii) Procedural Authority: Vice-President Academic and Provost
  - iv) Procedural Officer: Associate Vice-President Academic [PlanningPrograms](#)

## **RELEVANT LEGISLATION**

University Act

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## PROCEDURES FOR THE ESTABLISHMENT OF MICRO-CERTIFICATE, CERTIFICATE AND DIPLOMA PROGRAMS

**Procedural Authority:** Senate  
**Procedural Officer:** Vice President Academic  
and Provost

**Effective Date:** ~~December/07~~May/23  
**Supersedes:** ~~May/00~~December/07  
**Last Editorial Change:**

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1. When the need for a program of this type is identified, it should first be discussed with the Chairs, Directors, and Deans of those academic units and in consultation (and the Faculty of Graduate Studies, in the case of graduate level programs), the AVP Academic Programs, and with the Office of the Registrar (OREG) to ensure coordination in relation to the implications for student recruitment, and admissions policies.  
  
In the case of non-credit programs, the unit(s) proposing the program should also consult with the Division of Continuing Studies.
  2. To ensure that learners in new programs have access to funding through government student assistance, it is recommended that Student Awards and Financial Aid (SAFA) be consulted in the early stages of development regarding Student Aid BC Program of Study Eligibility criteria.
  3. To ensure that Indigenous learners have access to funding through their Band Councils, communities, or other organizations, it is recommended that Indigenous Academic and Community Engagement be consulted in the early stages of the program development regarding funding criteria.
  4. Development of programs of short duration will require an understanding of international visa requirements. It is recommended that International Centre for Students (ICS) is consulted in the early stages to avoid unintentional difficulties for international applicants.
  - ~~4.~~ 5. The preparation of the program proposal will occur according to the established guidelines on the VP Academic and Provost website.
  - ~~5.~~ 6. Prior to review by the Senate Committee on Planning, and as early as possible in the **planning** process, detailed enrolment and budget plans (including revenue estimates, staffing and administration) and appropriate funding for micro-certificate programs must be approved in principle by the VP Academic and Provost.
  - ~~6.~~ 7. New micro-certificate, certificate or diploma programs are subject to the approval of academic decision-making bodies within the relevant Faculties, the Faculty of Graduate Studies and the Division of Continuing Studies as appropriate, the Senate Committee on Planning, University Senate and the Board of Governors.
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**POLICY FOR THE ESTABLISHMENT OF  
MICRO-CERTIFICATE, CERTIFICATE AND  
DIPLOMA PROGRAMS**

**University Policy No.:** AC1135  
**Classification:** Academic and Students  
**Approving Authority:** Senate  
**Effective Date:** May/23  
**Supersedes:** December/07  
**Last Editorial Change:**  
**Mandated Review:**

**PURPOSE**

1. This policy guides the establishment of micro-certificate, certificate, and diploma programs at both the undergraduate and graduate level. The purpose of establishing these credentials is to advance the university's academic goals and objectives, and to address the growing demand across society and within professional and academic sectors for specialized, flexible, and accessible education within particular domains of study, and to complement existing undergraduate, masters and doctoral programming.

**POLICY**

**2. Criteria for the Establishment of Certificate and Diploma Programs**

- 2.1 An undergraduate or graduate micro-certificate, certificate or diploma program must have a clearly defined educational objective and rationale, and comprise a coherent body of knowledge.
- 2.2 Programs should have a target audience and meet a significant and sustained educational need.

**3. Types of Undergraduate Micro-Certificate, Certificates or Diplomas**

- 3.1 Undergraduate Micro-certificate
  - 3.1.1 A micro-certificate is a small, focused, competency-based qualification that is aligned with industry, community and/or Indigenous community needs.
  - 3.1.2 A micro-certificate program may consist of regular or special topic undergraduate university credit courses, some or all of which might be designed for the credential, or specially developed non-credit courses at an equivalent level, or a combination thereof. All courses in a micro-certificate program must be approved by the Curriculum Committee of the academic unit offering the credential.
  - 3.1.3 Undergraduate micro-certificates should normally consist of 39-120 hours of classroom equivalent instruction (1.5 - 4.5 units or 1-3 1.5-unit courses when offered for credit).

- 3.1.4 Micro-certificate programs will have specific admission requirements according to the program design and unit selection process.
- 3.1.5 Credit courses completed in micro-certificate programs may be applied (ladder or stack) toward undergraduate certificate, diploma or degree programs with approval of the appropriate academic units offering the program. Provisions for any individual course articulation must be outlined at the initial micro-certificate proposal creation stage. Applicants who wish to apply course credits from a micro-certificate program towards another program must satisfy the current admission requirements for that program.

### 3.2 Undergraduate Certificate

- 3.2.1 A certificate program may consist of regular undergraduate university credit courses, some or all of which might be designed for the credential or specially developed non-credit courses at an equivalent level, or a combination thereof. All courses in a certificate program must be approved by the Curriculum Committee of the academic unit offering the credential.
- 3.2.2 Undergraduate certificate programs of study should normally consist of 270-390 hours of classroom equivalent instruction (10.5 - 15 units or 7-10 1.5-unit courses when offered for credit).
- 3.2.3 The minimum admission requirements will be secondary school graduation. Applicants who do not meet the normal admission requirements who are particularly qualified by appropriate experience may also be admissible.
- 3.2.4 Credit courses completed in certificate programs may be applied toward undergraduate diploma or degree programs with approval of the appropriate academic units offering the program. Applicants who wish to apply course credits from a certificate program towards another program must satisfy the current admission requirements for that program.

### 3.3 Undergraduate Diploma

- 3.3.1 A diploma program should normally consist of regular undergraduate university credit courses, some or all of which might be designed for the credential or specially developed non-credit courses at an equivalent level or combination thereof. All courses in a diploma program must be approved by the Curriculum Committee of the academic unit offering the credential.
- 3.3.2 Undergraduate diploma programs of study should be equivalent to one full year or more of university study (normally 15-18 units or 10-12 1.5-unit courses) when offered for credit.



- 3.3.3 Undergraduate diploma credit courses are normally at the 300 and 400 level; non-credit courses normally are offered at the equivalent level.
- 3.3.4 Depending upon the nature and content of the diploma, admission may require either 3<sup>rd</sup> year standing, or an undergraduate degree from a recognized post-secondary institution, or a specified combination of academic and professional experience.
- 3.3.5 Students who wish to transfer from a micro-certificate, certificate or diploma program to a regular undergraduate degree program must meet the current admission requirements of that program.
- 3.3.6 Credit courses completed in diploma programs may be applied toward undergraduate degree programs with approval of both the faculty and academic unit offering the degree program.

#### 3.4 Professional Specialization Certificate

- 3.4.1 A Professional Specialization Certificate program may consist of regular undergraduate university credit courses some or all of which might be designed for the credential or specially developed non-credit courses approved by the relevant Curriculum or Advisory Committee in the sponsoring faculty or faculties.
- 3.4.2 The study program consists of a minimum of 150 hours of classroom equivalent instruction (6 units when offered for credit or 4 1.5-unit courses).
- 3.4.3 The minimum admission requirements will normally be a bachelor's degree from a recognized post-secondary institution plus two years' relevant experience and approval by the Program Advisory Committee.

#### **Transfer Credits for Micro-certificates, Certificates, Diplomas or Professional Specialization Certificates**

Students who have completed credit courses through prior studies may apply to have these credits transferred towards a micro-certificate, certificate, diploma or professional specialization program at the time they are accepted into their program. Transfer credit will normally not be granted for more than 50% of the program's requirements.

#### **4. Types of Graduate Micro-certificates, Certificates or Diplomas**

Graduate Micro-certificate programs of study normally should be 1.5-4.5 units of coursework at the 500 and/or 600 level.

Graduate Certificate programs of study normally should be 6.0-7.5 units of coursework at the 500 and/or 600 level.

Graduate Diploma programs of study normally should be 9.0-12.0 units of coursework at the 500 and/or 600 level.

Graduate Micro-certificates, Certificates and Diplomas:

Consist of specified sets of regular university graduate credit or specially developed non-credit graduate courses.

May be taken by students who are concurrently admitted to a regular graduate degree program or by students admitted only for the purposes of the diploma, certificate or micro-certificate.

May be integrated with, or complementary to, other programs of graduate study or may stand alone.

Credit courses completed in graduate micro-certificate, certificate and diploma programs may be applied to concurrent or subsequent graduate programs with approval of both the faculty and the offering academic unit. Program proposals for graduate micro-certificates, certificates and diplomas will clearly describe how course credit may be articulated with subsequent programs.

Admission requirements:

Students admitted to graduate micro-certificate programs must satisfy the admission requirements specified for the micro-certificate program. After completion, students applying for subsequent programs must satisfy the current admission requirements for that program.

Students admitted to graduate certificate and diploma programs that include credit courses must satisfy all regular admissions requirements of the Faculty of Graduate Studies as well as the specific requirements of the program.

Students who have completed credit courses through prior studies may apply to have these credits transferred towards the micro-certificate, certificate, or diploma program at the time they are accepted into the program. Transfer credit will normally not be given for more than 50% of the program requirements.

**5. Administration of Micro-Certificates, Certificates and Diplomas**

- 5.1 All micro-certificates, certificates and diplomas containing credit courses should be developed by, or in partnership with, an academic unit. The academic units assume responsibility for the integrity and quality of these programs.
- 5.2 Credit-bearing micro-certificates, certificates or diplomas must be approved by academic decision-making bodies within the relevant Faculties and in the case of graduate micro-certificates, certificates or diplomas, the Faculty of Graduate Studies.

Senate Committee on Planning has the delegated authority to approve for-credit micro-certificate programs and will provide a regular annual report to Senate and the Board of Governors.

The development of new credit courses (excluding Special Topics courses) in the development of a micro-certificate, certificate or diploma follows the normal curriculum approval process.

- 5.3 Certificate and Diploma programs entirely comprised of non-credit courses will normally be managed through the Division of Continuing Studies which assumes responsibility for the integrity and quality of the programs, in consultation with the Program Advisory Committee, the Senate Committee on Continuing Studies, and in the case of graduate certificates and diplomas; the Faculty of Graduate Studies.

Micro-certificate programs entirely comprised of non-credit courses will normally be managed by the Division of Continuing Studies in partnership with the academic units that develop the program. The academic units assume responsibility for the integrity and quality of these programs.

For purposes of institutional tracking and data reporting, non-credit micro-certificates developed by academic units must be forwarded to the AVP Academic Programs, who will consult with the Deans of Continuing Studies and Faculty of Graduate Studies, as appropriate.

- 5.4 Academic units will establish a Program Advisory Committee for both the development and delivery phases of each micro-certificate, certificate or diploma program. The Program Advisory Committee may be part of a unit's regular Curriculum or Graduate Committee. The majority of the members of the Committee should be appointed by the academic unit(s) most closely involved with the program. As programs are being created, one or more representatives of the community being served may be appointed to the Committee. Once students are enrolled in the program, a student representative may be invited to serve on the Committee.

5.4.1 The primary functions of the Program Advisory Committee shall be:

- a. to provide guidance in the program design and development phase and ensure that the program and its courses adhere to academic standards and meet the needs of learners;
- b. to review the program on an on-going basis and recommend changes regarding curriculum, program development, and administrative procedures;
- c. for academic credit programs, to ensure the appointment of an Academic or Graduate Advisor, who will provide academic assistance to students, and policy and management advice to program administrators;
- d. for non-credit programs, to provide the Program Director in the Division of Continuing Studies with recommendations on the management and ongoing development of the program.

- 5.5 For programs involving credit courses, the academic unit(s) involved will appoint faculty and manage the program in consultation with the Academic Advisor, or in

the case of graduate micro-certificates, certificates and diplomas, the Graduate Advisor and the Faculty of Graduate Studies.

- 5.6 For programs offered on a non-credit basis, the Division of Continuing Studies or the unit responsible for the program will appoint faculty and manage the program in consultation with the Academic Advisor, and in the case of graduate certificates and diplomas, the Faculty of Graduate Studies.
- 5.7 The application of work completed in a micro-certificate, certificate or diploma program toward the requirements for a regular undergraduate or graduate degree shall be governed by the current academic regulations of the university and by the specific requirements of the degree program concerned.

## **6. Standards of Achievement**

- 6.1 The courses offered in an undergraduate or graduate micro-certificate, certificate or diploma program shall be at the usual academic standard of the academic units concerned and be evaluated at that standard.
- 6.2 When courses are offered on a non-credit basis, they will meet the standards of achievement for equivalent levels of undergraduate and graduate courses, as defined by the Program Advisory Committee.

## **AUTHORITIES AND OFFICERS**

7. The officers and authorities for this policy are:
  - i) Approving Authority: Senate
  - ii) Designated Executive Officer: Vice-President Academic and Provost
  - iii) Procedural Authority: Vice-President Academic and Provost
  - iv) Procedural Officer: Associate Vice-President Academic Programs

## **RELEVANT LEGISLATION**

University Act

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## PROCEDURES FOR THE ESTABLISHMENT OF MICRO-CERTIFICATE, CERTIFICATE AND DIPLOMA PROGRAMS

**Procedural Authority:** Senate  
**Procedural Officer:** Vice President Academic  
and Provost

**Effective Date:** May/23  
**Supersedes:** December/07  
**Last Editorial Change:**

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1. When the need for a program of this type is identified, it should first be discussed with the Chairs, Directors, and Deans of those academic units and in consultation (and the Faculty of Graduate Studies, in the case of graduate level programs), the AVP Academic Programs, and with the Office of the Registrar (OREG) to ensure coordination in relation to the implications for student recruitment, and admissions policies.  
  
In the case of non-credit programs, the unit(s) proposing the program should also consult with the Division of Continuing Studies.
  2. To ensure that learners in new programs have access to funding through government student assistance, it is recommended that Student Awards and Financial Aid (SAFA) be consulted in the early stages of development regarding Student Aid BC Program of Study Eligibility criteria.
  3. To ensure that Indigenous learners have access to funding through their Band Councils, communities, or other organizations, it is recommended that Indigenous Academic and Community Engagement be consulted in the early stages of the program development regarding funding criteria.
  4. Development of programs of short duration will require an understanding of international visa requirements. It is recommended that International Centre for Students (ICS) is consulted in the early stages to avoid unintentional difficulties for international applicants.
  5. The preparation of the program proposal will occur according to the established guidelines on the VP Academic and Provost website.
  6. Prior to review by the Senate Committee on Planning, and as early as possible in the planning process, detailed enrolment and budget plans (including revenue estimates, staffing and administration) and appropriate funding for micro-certificate programs must be approved in principle by the VP Academic and Provost.
  7. New micro-certificate, certificate or diploma programs are subject to the approval of academic decision-making bodies within the relevant Faculties, the Faculty of Graduate Studies and the Division of Continuing Studies as appropriate, the Senate Committee on Planning, University Senate and the Board of Governors.
-

## Office of the Vice-President Academic and Provost

Michael Williams Building  
University of Victoria  
T 250-721-7013 | F 250-721-7216  
provasst@uvic.ca | uvic.ca/vpac

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**DATE:** April 20, 2023

**TO:** Members of Senate

**FROM:** Helga Hallgrímsdóttir, Acting Deputy Provost

**CC:** Melissa Donaldson, Executive Director, Facilities Management

**RE: Report on UVic Accessibility Committee and Academic Accessibility for Students**


In 2022, the BC Government released the *Accessible British Columbia Act*, which requires all publicly funded universities to develop, by September 1, 2023, an Accessibility Committee, an Accessibility Plan, and a public tool to receive feedback on accessibility.

Given this new legislation, the university has paused the Advisory Committee on Academic Accommodation and Access for Students with Disabilities until we can determine what structures are needed under the new legal requirements set by the province. This report intends to meet the reporting requirements for the university's policy on Academic Accommodation and Access for Students with Disabilities ([AC1205](#)).

### **Accessibility Committee**

As per *Accessible BC Act*, at least half the institution's Accessibility Committee members must be people with disabilities or representatives of disability-serving organizations, and include at least one member who identifies as Indigenous. As with the Advisory Committee, the newly formed Accessibility Committee includes faculty, staff and student representatives. Efforts were made to ensure appropriate and inclusive representation from across campus, as accessibility is all of our responsibilities and ensuring alignment across functional areas is essential.

As the committee's scope covers all areas of campus, the committee is co-chaired by the Deputy Provost (in the Vice-President Academic and Provost portfolio) and the Executive Director, Facilities Management (in the Vice-President Finance and Operations portfolio) with representation from the following areas and groups:



- Office of the Vice-President Academic and Provost (co-chair)
- Facilities Management (co-chair)
- Equity and Human Rights
- Learning and Teaching Support and Innovation
- Office of the Vice-President Indigenous
- UVic Libraries
- Human Resources
- University Systems
- Centre for Accessible Learning
- Faculty Association
- PEA
- CUPE
- UVSS
- GSS
- Society for Students with a Disability
- Three additional students: undergraduate, graduate and non-degree

The Accessibility Committee provides a forum for consultation and collaboration on UVic initiatives relative to improving accessibility for persons with disabilities, both visible and invisible. Compliance with the *Accessible BC Act* is a foundational focus for the Accessibility Committee and, where possible, members consider inclusive practices that extend beyond a state of Act compliance.

In 2022/23, the Accessibility Committee met on the following dates:

- November 4, 2022
- December 9, 2022
- March 3, 2023
- April 4, 2023

Meetings focused on developing the Accessibility Plan, including identifying barriers, priorities to address those barriers, consultations and ways to gather community feedback.

### **Accessibility Plan**

While the BC Government is not prescriptive about who should lead the development and oversight of the Accessibility Plan, it recommends a project sponsor from senior leadership who understands the sense of urgency and gravity required. The Vice-President Academic and Provost and Vice-President Finance and Operations are co-sponsors of the plan, with all of Executive Council ultimately approving the plan. UVic has chosen to maximize the involvement of the Accessibility Committee early in the plan's development, and to align this work as a positive and meaningful complement to our existing plans and values, particularly our Equity Action Plan.

As per *Accessible BC Act*, the plan will describe to the public UVic's efforts to identify barriers to accessibility and how we plan to reduce and remove those barriers. The plan will be posted online once approved by the President and ahead of the September 1, 2023 deadline set by the BC Government. The plan must be reviewed at least once every three years, and incorporate principles of:

- Inclusion
- Adaptability
- Diversity
- Collaboration
- Self-determination
- Universal design

The plan will also reflect UVic's values, principles and aspirations as outlined in our Strategic Plan, Equity Action Plan and Indigenous Plan. Other internal resources include Aspiration 2030, our Campus Plan, Policy AC1205, Policy on Human Rights, Equity and Fairness (GV0200), and collective agreements with employee groups. External resources include the UN Declaration on the Rights of Persons with Disabilities, the Canadian Charter of Rights, the Accessible Canada Act, and the BC Human Rights Code.

The committee is developing a draft plan that will be available to our community as an accessible web page for feedback over the summer. Both the committee and the plan will evolve over time and be more responsive to the accessibility needs of everyone.

### **Academic Accommodations and Policy AC1205 Revisions**

Policy AC1205 has been in effect since January 2006 and was last edited December 2017. The policy articulates the expectations and responsibilities of the institution, instructors and students in ensuring a successful and accessible learning environment. Students with disabilities seeking academic accommodation are expected to contact UVic's Centre for Accessible Learning (CAL) to initiate the process of determining and arranging the appropriate academic accommodation in individual situations.

In 2021/22, significant efforts were made to revise policy AC1205 but were not ultimately successful. It became clear through extensive consultations and discussions with Senate that many students were eager for accessibility improvements beyond those proposed in the revisions, or within the scope of AC1205. The committee at the time determined that a larger framework for accessibility at the university was likely required—one that encapsulated more than the legal duty to accommodate or CAL's mandate.

Across Canada, there has been a significant increase in requests for academic accommodations in recent years. In a 2022 First-Year Student Survey by the [Canadian University Survey Consortium \(CUSC\)](#), about 40% of UVic first-year students reporting having a disability or



impairment, with mental health being the most common (28%), followed by neurodivergence (13%), learning/memory (5%), chronic conditions (4%) and vision (2%). Fourteen per cent indicate it impacts them daily. [UVic's annual CUSC report](#) is available through Institutional Planning and Analysis.

This is higher than the national average of about one third of first-year students, with one in 10 students indicating that their disability or disabilities impact them daily. In the same survey conducted in 2001, about 5% of all first-year students surveyed reported having a disability, the most common being a learning disability.

At UVic, prior to the COVID-19 pandemic, approximately 10% of UVic students registered with CAL every year. In 2021/22, 2,980 students registered with CAL. In 2022/23, 3,341 students registered with CAL, which is about 15% of degree-seeking students. There has also been a 50% increase in exams taking place in CAL from the previous year, with 22,464 scheduled from May 2022–April 2023. As well as the increased demand on CAL, this also burdens academic units who are expected to supervise exams. Our current model for exam and assessment accommodations cannot keep up with increased demand and would likely not be sustainable longer-term even if we invested in additional staffing and spacing resources.

To address the rising need for accommodations and improve accessibility for all, an increasing number of leading universities in Canada, including UVic, are adopting universal design principles into courses. Generally speaking, the number of requested accommodations goes down the more accessible the course. It will be important to ensure that UVic has adequate resources to support instructors as they revise their courses, including through the Learning Experience Designers and other resources in the Division of Learning and Teaching Support and Innovation (LTSI).

In fall 2022, the Digital Learning Committee was established by the Office of the Vice-President Academic and Provost to develop a Digital Learning Plan. This plan will draw on our learning and experience from supporting digital learning during the COVID-19 pandemic and capitalize and build on the targeted investments we have made to envision and imagine how digital learning can be deployed to enhance UVic's in-person learning experience. The Digital Learning Committee is co-chaired by the Deputy Provost and Associate Vice-President Academic Programs, with staff members from University Systems and LTSI, four faculty members and two student representatives.

The *Accessible BC Act* has provided a timely opportunity for UVic to review accessibility from a pan-university lens, and develop aspirations for a more inclusive and accessible institution going forward. The university will seek to revise policy AC1205 once the Accessibility Plan and Digital Learning Plan are in place, which will include reviewing feedback from the various consultation phases for both the policy and plan held between 2021 and 2023.



**Annual Report on Non-Academic Misconduct  
Allegations and Resolutions 2022/23**

March 2023

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## Introduction

The university Resolution of Non-Academic Misconduct Allegations Policy (hereinafter referred to as 'Policy AC1300') was approved by Senate and the Board of Governors in May 2011. Policy AC1300 came into effect in August 2011 and was renewed and updated in August 2017.

Policy AC1300 requires annual reporting to Senate and the Board of Governors detailing the nature of non-academic misconduct allegations, types of policy violations and sanctions assigned to students found responsible for violating the policy and appeals. In addition to this information, trends identified over the 2022/23 year are also summarized.

## Background

### Purpose and Scope of Policy AC1300

Policy AC1300 was designed to broadly address student conduct incidents that arise from time to time such as:

- theft, damage or destruction of property;
- unauthorized entry or presence on university property;
- fraud or impersonation;
- disruptive or dangerous behaviours to self or others;
- unlawful or high-risk alcohol and/or drug use;
- assisting in non-academic misconduct;
- failure to follow previous sanctions; or
- illegal activities by a student occurring on university property or in connection with a university activity.

Policy AC1300 was developed and implemented to respond to student non-academic misconduct in a clear, predictable and transparent manner with consistent response mechanisms. Generally, policy jurisdiction applies to student conduct issues that occur on university property and off-campus conduct only when the behaviour is directly connected to university operations or where students are formally representing the university. The policy does not govern issues of academic integrity or academic appeals, issues of student conduct administered under the Sexualized Violence Prevention and Response Policy (GV0245), or issues that are governed by previously existing university policies including the Discrimination and Harassment Policy (GV0205).

Policy AC1300 and its associated procedures include processes that are intended to facilitate fair and consistent decisions when resolving student misconduct allegations while supporting the clarification of what constitutes non-academic student misconduct at the university. Further, the policy and associated procedures:

- encourage the informal resolution of issues whenever appropriate;
- describe how a member of the university community can submit an allegation;

- set out investigative processes for formal allegations;
- describe possible sanctions for confirmed misconduct;
- provide criteria for determining any sanction(s) for confirmed misconduct (after investigation);
- provide protocols for communicating decisions to the respondent and complainant; and
- provide processes to appeal decisions and sanctions.

### Trends Identified in Student Non-Academic Misconduct for 2022/23

There has been a large decrease in allegations not investigated this year (40) compared to last year (79). This was due in part to the on-campus housing guest restriction that was in place during the COVID-19 pandemic, that is no longer in effect, which prohibited all non-residence students from accessing the Residence Complex. Allegations related to a violation of this expectation were responded to informally, resulting in the increased number of allegations not investigated over this period.

In many cases where allegations were not investigated in 2022/23, opportunities were provided for students to learn about the policy expectations for all students of the university. Consistent with trends identified in 2021/22, capacity has been built to support the use of informal and voluntary resolution approaches where appropriate and possible to address allegations as an alternative to formal investigation processes.

Another trend identified in 2022/23 has been an increase in the interest expressed by Respondent students to participate in informal and voluntary resolution options under the policy. The trend towards engaging in informal processes as a means of resolution and addressing concerns can be observed in the number of allegations not investigated under the policy and fewer formal investigation processes initiated.

#### Support from the Office of Student Life

A key area of focus in 2022/23 has been the development of collaborative opportunities across campus units for early resolution of concerns. In addition to managing resolution, investigation and sanctioning processes under the policy, the Office of Student Life provides guidance and support to faculties, schools and departments in response to student concerns identified in the academic and on-campus setting. An increase has been observed in the number of consultation inquiries and requests from faculties, schools and departments across campus to assist with emerging student conduct concerns.

The Office of Student Life has worked to support departments and faculties across campus to provide consistent support and expectation-focused responses to academic units on emerging student conduct concerns. Providing assistance to develop early resolution opportunities that are aligned with procedural fairness, access and support practices and policy across units remains an ongoing priority. In most cases, this involves working with faculty and staff to clearly communicate community and/or classroom expectations to students by providing information, referrals to supports, and accessibility options to understand policy expectations.

The Office of Student Life has worked to further establish collaborative relationships with units on campus such as the Student Wellness Centre to provide opportunities for referrals and support where conduct concerns and wellness needs intersect.

## Allegations Submitted and Reviewed Under Policy AC1300

Table 1 - Summary of Non-Academic Misconduct Allegations

Table 1 contains information on the types of allegations submitted, investigated and resolved under Policy AC1300 since April 2016. It is important to note that a student may be investigated under Policy AC1300 for multiple allegations. With the renewal of Policy AC1300 in 2017, new categories of non-academic misconduct were introduced, which were not tracked in previous years. 'X' markers in the table below indicate that the category was not applicable or tracked during that year. 'X' markers also indicate categories that are now either tracked under other policies or are captured under other categories.

Categories of Non-Academic Misconduct Allegations	Number of Allegations Received						
	Apr 2016 - Mar 2017	Apr 2017 - Mar 2018	Apr 2018 - Mar 2019	Apr 2019 - Mar 2020	Apr 2020 - Mar 2021	Apr 2021 - Mar 2022	April 22 - March 2023
High-risk alcohol or drug use	2	3	1	4	4	5	2
Disruptive or dangerous behaviour (includes verbal or communicated threats and physical assaults)	12	25	18	28	22	9	8
Theft, damage, or destruction of university property	2	4	10	11	4	1	1
Violation of previously imposed sanction or restriction	2	1	1	2	0	3	2
Unauthorized entry or presence	x	5	3	10	7	11	4
Fraud, Misuse or Impersonation	x	0	4	4	1	2	0
Submission of False, Frivolous or Vexatious Allegations	x	0	0	0	0	0	0
Illegal activities	x	0	0	0	0	0	2
Non-Compliance with University Policy	x	0	1	3	0	0	7
Assisting in Non-Academic Misconduct	x	0	0	0	0	0	0
Sexualized Violence (any unwanted act of a sexual nature)	5	1	x	x	x	x	x
Threatening written material or online messaging	1	x	x	x	x	x	x
Allegations investigated	24	39	38	62	38	31	26
Allegations not investigated	3	12	4	10	31	79	40
<b>Totals</b>	<b>27</b>	<b>51</b>	<b>42</b>	<b>72</b>	<b>69</b>	<b>110</b>	<b>66</b>

## How Sanctions are Determined when Misconduct is Confirmed

Where misconduct has been confirmed after an investigation, the sanctions applied are not intended to be solely punitive in nature. Rather, whenever possible and appropriate, the misconduct resolution process primarily focuses on applying sanctions with educational outcomes that are designed to help support students' personal growth and development and to help students understand the impact of their actions.

Decisions on appropriate sanctions for confirmed misconduct are made based on numerous considerations, including:

- a) the seriousness and impact of the Respondent's conduct on the university community, activity, or reputation or property;
- b) whether the incident is isolated;
- c) whether the incident was inadvertent or deliberate;
- d) whether other university policies were violated;
- e) related financial costs; and
- f) other mitigating factors.

When sanctions are applied against students found responsible for misconduct, the goal is to help the Respondent student understand the full impact of their actions while helping the student to take steps to address the harm done, implement positive change and restore relationships and community. Where appropriate and possible, Respondent participation and accountability are considered when determining appropriate sanctions.

Sanctions are reflective of the individual circumstances of the Respondent student and the specifics of a given case. It is important to note that in some circumstances, as per the considerations outlined in the policy, it is appropriate for the university to impose a time-limited or permanent suspension from the university. The Office of Student Life is also responsible for determining sanctions for violations of other university policies, including the Sexualized Violence Prevention and Response Policy and the Student-Athlete Code of Conduct.

Table 2 - Summary of Non-Academic Misconduct Outcomes

Table 2 contains summary information on the outcomes or resolutions reached under Policy AC1300. Sanctions can be assigned independently or in combination.

Outcome/Resolution	Number of Sanctions Assigned						
	Apr 2016 - Mar 2017	Apr 2017 - Mar 2018	Apr 2018 - Mar 2019	Apr 2019 - Mar 2020	Apr 2020 - Mar 2021	Apr 2021 - Mar 2022	Apr 22 - March 2023
<b>A. Sanctions</b>							
Written Warning	22	20	20	17	22	13	13
Apology	6	4	9	3	1	3	3
Participation in an Alternative Dispute Resolution Process (e.g., restorative justice, mediation, facilitated dialogue, etc.)	4	2	0	0	0	1	1
Limitation of Specified University Privileges	1	0	0	0	0	1	1
Restitution:							
(a) <i>Reflection Assignment</i>	9	17	6	7	15	3	1
(b) <i>Community Service</i>	2	1	1	0	0	1	1
(c) <i>Financial Re-payment</i>	0	0	4	2	4	0	0
Participation in Training/Workshops	10	10	1	0	0	1	1
Student Conduct Accountability Plan Development	-	2	3	0	0	0	0
Behavioural Agreement	-	-	2	4	13	8	8
Restricted Access (e.g., evicted from Residence, restricted access to segments of university property or university activity)	11	8	6	12	9	8	8
Notice of Trespass	0	0	-	-			
No contact	5	1	1	0	3	3	3
On-going meetings with Office of Student Life	2	4	3	0	2	1	1
Residence Probation	-	7	2	0	0	0	0
Time-limited Suspension from University	0	2	0	1	0	0	1
Permanent Suspension from University	0	1	0	0	0	0	1
<b>Total sanctions</b>	<b>72</b>	<b>79</b>	<b>58</b>	<b>46</b>	<b>69</b>	<b>43</b>	<b>43</b>
<b>B. Other outcomes</b>							
No Finding ( <i>allegation dismissed due to insufficient information</i> )	0	2	2	2	11	2	1
Investigation discontinued	-	-	4	0	0	1	0
Student found not responsible for non-academic misconduct	3	2	2	1	3	0	0
Allegation(s) still under investigation	2	3	5	11	4	1	1
Student withdrew from university prior to conclusion of investigation	0	0	-	2	1	0	0
<b>Total other outcomes</b>	<b>5</b>	<b>7</b>	<b>13</b>	<b>16</b>	<b>19</b>	<b>4</b>	<b>2</b>



## Appeal Information

Table 3 - Appeals under Policy AC1300

Under Policy AC1300, the following appeal options are available:

<b>Available Appeal Options</b>	<i>Apr 2018 - Mar 2019</i>	<i>Apr 2019 - Mar 2020</i>	<i>Apr 2020 - Mar 2021</i>	<i>Apr 2021 - Mar 2022</i>	<i>April 2022 - March 2023</i>
Appeal by complainant of the Office of Student Life's decision to not investigate a non-academic misconduct allegation	0	0	0	0	0
Appeal submitted deemed not to meet appeal grounds established in policy	0	0	0	0	0
Appeal of minor sanctions imposed for confirmed non-academic misconduct	0	0	0	2	0
Appeal of major sanction imposed by the president to the Senate Committee on Appeals	1	0	0	0	0
<b>Total Appeals</b>	1	0	0	2	0

## Future Response to Trends

In response to the identified trends outlined in this report, the Office of Student Life plans to:

- Increase capacity to offer educational opportunities to support students to understand their responsibilities as a community member and as a means of promoting accountability and appropriate community engagement. This includes identifying and incorporating opportunities for education on the policy and processes into other areas of the student experience, including but not limited to orientation and new student engagement.
- Support an increase in the awareness of student conduct and critical incident response options across faculties and departments.
- Improve awareness of access to accessibility options to address barriers and allow for appropriate accommodations for students engaging in processes to respond to concerns.
- Further develop the capacity and processes to support voluntary resolution and informal responses under the policy.
- Expand tracking and reporting to include early resolution and informal resolution consultation and support provided under the policy. It is assessed that this work has served to reduce the number of allegations that have required response under the policy. These numbers will be tracked for the 2023-2024 reporting year to assist the development of this work.



**Date:** April 19, 2023

**To:** Senate

**From:** Senate Committee on Academic Standards

**Re:** **Faculty of Law – JD/JID Undergraduate Admission Requirements**

---

At its meeting on April 12, 2023 the Senate Committee on Academic Standards considered a proposal received from the Faculty of Law regarding proposed changes to admission requirements for the Juris Doctor (JD) and Juris Doctor (JD)/Juris Indigenarum Doctor (JID) programs.

**Recommended motion:**

*That Senate approve the proposal to revised the requirements for admission to the Faculty of Law, including the addition of a Black Admission regulation effective September 1, 2023.*

Respectfully submitted,

**2022/2023 Senate Committee on Academic Standards**

Yasmine Kandil (Chair), Faculty of Fine Arts

Elizabeth Adjin-Tettey, Acting Associate Vice-President Academic and Planning

Deborah Berman, UVSS representative

Ashley Burridge de Moscoso, Acting Associate Registrar

Steve Evans, VPAC's nominee

Kayleigh Francis, GSS representative

Matsuko Friedland, Student Senator

Andrea Giles, Executive Director, Coop Education and Career Services

Rob Hancock, Faculty of Social Sciences

Tim Haskett, Faculty of Humanities

Artem Kuklev, Student Senator

Devi Mucina, Faculty of Human and Social Development

Tania Muir, Division of Continuing Studies

Julio Navarro, Faculty of Science

Andrew Newcombe, Faculty of Law

Sorin Rizeanu, Peter B. Gustavson School of Business

Tim Pelton, Faculty of Education

Yang Shi, Faculty of Engineering and Computer Science

Danu Stinson, Faculty of Graduate Studies

Wendy Taylor, Acting Registrar

Diana Varela, Associate Dean, Academic Advising (Faculties of SCIE, SOSC and HUM)


Alivia Wang, Convocation Senator

Ada Saab (Secretary), Associate University Secretary



**Date:** April 12, 2023

**To:** Geoff Loomer  
Associate Dean, Administration and Research  
Faculty of Law

**From:** Ada Saab   
Associate University Secretary

**Re:** **Proposed Changes to Admission Requirements for Juris Doctor  
and Juris Doctor/Juris Indigenarum Doctor Programs**

---

At its meeting on April 12, 2023 the Senate Committee on Academic Standards considered a proposal from the Faculty of Law regarding proposed changes to admission requirements for the Juris Doctor (JD) and Juris Indigenarum Doctor (JID) programs.

This is to advise that the committee approved the following motion:

Motion:

That the Senate Committee on Academic Standards approve, and recommend to Senate that it also approve, the proposal to add a Black Student Admission regulation in the Faculty of Law effective September 1, 2023.

The committee noted minor adjustments for clarity are needed regarding the itemized list of requirements for each admission instruction. Adjustments to the revisions can be provided to Ada Saab, Secretary of the Senate Committee on Academic Standards.

In addition, while the committee understands the need to adjust the themes presented in student submitted admission letters, the Faculty of Law is warned that additional website criteria should not be added to the application package outside of the calendar regulation that requires inclusive applicants to justify their admission beyond their credentials or experience.

Please note that the committee will forward this item to Senate for its approval. The Senate next meeting scheduled for May 5, 2023.



## PROPOSED CALENDAR WORDING, JD PROGRAM (CHANGES)

### Admission requirements

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Information concerning admission is available from the Law Admissions Office or our [website](#). The online application form is available via the website.

The application period opens September 1 and ends ~~January 15~~[December 1](#). However, applicants are strongly encouraged to submit applications as early as possible, as offers will be made beginning in September.

All required documents must be submitted by the application deadline.

All admissions to the Faculty of Law are at the discretion of the Admissions Committee.

Admission inquiries should be addressed to the Law Admissions Office:

Faculty of Law  
University of Victoria  
PO Box 1700 STN CSC  
Victoria BC V8W 2Y2  
Phone: 250-721-8151  
Fax: 250-721-6390  
Email: [lclerk2@uvic.ca](mailto:lclerk2@uvic.ca)  
Web: [uvic.ca/law](http://uvic.ca/law)

### **Admission to the first-year program**

#### ~~Regular applicants~~General Admission

To be considered for admission to the Faculty of Law, ~~Regular~~General Admission applicants must:

- submit a completed application; and
- submit a personal statement not exceeding 750 words; and
- pay the application fee; and
- write the Law School Admission Test (LSAT) within the previous five years and written no later than the January test date; and
- submit one copy of a transcript for all post-secondary studies including exchange and study abroad transcripts; and
- submit TOEFL results (if applicable); and
- either:
  - present proof of having received, with standing satisfactory to the Faculty of Law, a degree from the University of Victoria or an equivalent degree from a recognized college or university; or
  - present proof of having completed, with standing satisfactory to the Faculty of Law, at least the first three years (45 units) of a program leading to a degree at the University of Victoria, or the equivalent at a recognized institution.

In addition, each applicant may be required to satisfy other requirements that may be prescribed from time to time.

### **Determination of admissibility**

Admission decisions are primarily determined by an applicant's pre-law academic record and Law School Admission Test (LSAT) score. An applicant's personal statement may also be considered.

### ~~Special Access applicants~~ Inclusive Admission

~~To qualify under the Special Access category you must be able to provide evidence that your academic achievements have been significantly delayed, interrupted or adversely affected by:~~

- ~~▪ a medical condition or disability (physical, sensory, learning, addiction, mental illness, or similar condition or disability); or~~
- ~~▪ family or similar responsibilities and the consequent need to attend to these responsibilities or to maintain employment; or~~
- ~~▪ social, historic, political, economic or other factors.~~

The Inclusive Admission application stream is designed to account for the fact that General Admission may exclude from consideration deserving applicants who have experienced systemic and personal barriers that often generate significant inequitable impacts on academic opportunities and metrics, and who have demonstrated valuable skills in overcoming such barriers.

~~Selection from qualified Special Access applicants will be made on the basis of the applicant's:~~

- ~~▪ achievements in occupational endeavours, and community, public service and cultural activities that indicate an ability to succeed in law school;~~
- ~~▪ academic performance in any educational or training programs or courses;~~
- ~~▪ reference letters; and~~
- ~~▪ LSAT score.~~

### Inclusive Admission Instructions

To be considered for admission to the Faculty of Law, Inclusive Admission applicants must:

- submit a completed application; and
- submit a personal statement not exceeding 750 words; and
- submit an Inclusive Admission statement; and
- submit two letters of reference sent directly from your references; and
- pay the application fee; and

- write the Law School Admission Test (LSAT) within the previous five years and written no later than the January test date; and  
~~Inclusive Admission Statement;~~

~~Supporting Documentation (if applicable); and~~

~~Two (2) Letters of Reference.~~

- submit one copy of a transcript for all post-secondary studies including exchange and study abroad transcripts; and
- submit TOEFL results (if applicable); and
- either:
  - present proof of having received, with standing satisfactory to the Faculty of Law, a degree from the University of Victoria or an equivalent degree from a recognized college or university; or
  - present proof of having completed, with standing satisfactory to the Faculty of Law, at least the first three years (45 units) of a program leading to a degree at the University of Victoria, or the equivalent at a recognized institution.

•

~~A complete application under the Inclusive Admission Stream will include:~~

- ~~• Submission of the online application form;~~
- ~~• Payment of the application fee;~~
- ~~• Law School Admission Test (LSAT) score (written no later than the January test date);~~
- ~~• Personal Statement not exceeding 750 words;~~
- ~~• One copy of a transcript for all post-secondary studies including exchange and study abroad transcripts;~~
- ~~• Inclusive Admission Statement;~~
- ~~• Supporting Documentation (if applicable); and~~
- ~~• Two (2) Letters of Reference.~~

In addition, each applicant may be required to satisfy other requirements that may be prescribed from time to time.

The necessary materials must be uploaded with your application to UVic Law by the published admissions deadline date.

While this is not an exhaustive list, the Faculty of Law we generally considers applicants for Inclusive Admission who have faced obstacles or inequities due to:

- A medical diagnosis; or
- An event, such as one that altered your academic plans or affected your ability to perform academically at a traditionally competitive level; or
- Extraordinary responsibilities, including caregiving; or

- Systemic barriers and inequities, whether endured because of indigeneity, race, ethnicity, physical or mental disabilities, religion, sexual orientation, gender identity or expression, economic, political, cultural or other factors.

An applicant who has not completed the minimum academic requirements ~~for admission in the Regular-General category should~~ must demonstrate why it would be unreasonable to expect the applicant to complete the minimum academic requirements prior to entering law school.

Applicants who have less than three years of post-secondary education at the university or college level ~~are very rarely admitted. Any such applicant~~ must demonstrate the ability to perform at a level that meets the academic standards of the law school.

### ~~Aboriginal applicants~~ Indigenous Admission

The Faculty of Law desires that the number of First Nations, Metis and Inuit peoples in the legal profession ~~increase substantially and, accordingly, encourages inquiries and applications from Aboriginal people.~~

The Faculty of Law desires that the number of First Nations, Métis and Inuit peoples in the legal profession increase substantially and, accordingly, encourages inquiries and applications from Indigenous applicants.

~~Applications from Canadian Aboriginal people will be considered on an individual basis, taking into account such factors as academic performance, results of the LSAT, employment history, letters of reference, and past, present and future connection with the Aboriginal community. Applicants with less than three academic years of post-secondary education are rarely offered admission.~~

~~If an applicant's academic background makes it appropriate, the Admissions Committee may make an offer of admission conditional upon successful completion of the ILC Summer Program, conducted by the Wiyasiwewin Mikiwahp Indigenous Law Centre (ILC) at the University of Saskatchewan. The faculty fully endorses this program, and considerable weight is placed upon the evaluation submitted by its director. More information concerning the ILC Summer Program is available on the ILC website.~~

~~Applicants must supply satisfactory evidence of their eligibility to apply in the Aboriginal category.~~

### Indigenous Admission Instructions

To be considered for admission to the Faculty of Law, Indigenous Admission applicants must:

- submit a completed application; and
- submit a personal statement not exceeding 750 words; and

- submit a statement describing your connection to Indigenous community; and
- submit two letters of reference sent directly by your references (one must fully describe your connection(s) to Indigenous community, and the second must be an academic reference); and
- pay the application fee; and
- write the Law School Admission Test (LSAT) within the previous five years and written no later than the January test date; and
- submit one copy of a transcript for all post-secondary studies including exchange and study abroad transcripts; and
- submit TOEFL results (if applicable); and
- either:
  - present proof of having received, with standing satisfactory to the Faculty of Law, a degree from the University of Victoria or an equivalent degree from a recognized college or university; or
  - present proof of having completed, with standing satisfactory to the Faculty of Law, at least the first three years (45 units) of a program leading to a degree at the University of Victoria, or the equivalent at a recognized institution.

In addition, each applicant may be required to satisfy other requirements that may be prescribed from time to time.

A complete application under the Indigenous Admission Stream will include:

- Submission of the online application form;
- Payment of the application fee;
- Personal statement not exceeding 750 words;
- One copy of a transcript for all post-secondary educational institutes attended (including exchange and study abroad transcripts);
- A statement describing your connection to Indigenous community;
- Two letters of reference sent to us directly by your references (one must fully describe your connection(s) to Indigenous community, and the second must be an academic reference);
- Law School Admission Test (LSAT) score (written no later than the January test date);
- TOEFL results (if applicable).

The necessary materials must be uploaded with your application to UVic Law by the published admissions deadline date.

### **Black Student Admission**

The Faculty of Law desires that the number of Black members of the legal profession increase substantially and, accordingly, encourages inquiries and applications from Black applicants.



## Black ~~Student~~ Admission Instructions

To be considered for admission to the Faculty of Law, Black Admission applicants must:

- submit a completed application; and
- submit a personal statement not exceeding 750 words; and
- submit a Black Admission statement; and
- pay the application fee; and
- write the Law School Admission Test (LSAT) within the previous five years and written no later than the January test date; and
- submit one copy of a transcript for all post-secondary studies including exchange and study abroad transcripts; and
- submit TOEFL results (if applicable); and
- either:
  - present proof of having received, with standing satisfactory to the Faculty of Law, a degree from the University of Victoria or an equivalent degree from a recognized college or university; or
  - present proof of having completed, with standing satisfactory to the Faculty of Law, at least the first three years (45 units) of a program leading to a degree at the University of Victoria, or the equivalent at a recognized institution.

In addition, each applicant may be required to satisfy other requirements that may be prescribed from time to time.

A complete application under the Black Student Admission Stream will include:

Submission of the online application form;

Payment of the application fee;

A personal statement explaining how your personal and professional experiences will enrich the learning environment of the Faculty (not exceeding 750 words);

A personal essay addressing how your personal and/or professional experiences will contribute to the Faculty's stated goals of creating a representative and diverse incoming class and addressing why you have chosen to apply through the Black Student Admission Stream (while there is no word limit, brevity and the ability to make concise points will be valued);

One copy of a transcript for every post-secondary educational institute attended (including exchange and study abroad transcripts);

Law School Admission Test (LSAT) score (written no later than the January test date);

TOEFL results (if applicable);

The necessary materials must be uploaded with your application to UVic Law by the published admissions deadline date.

### **Applicants whose first language is not English**

Applicants whose first language is not English and who have not completed a minimum of three full academic years of post-secondary study that was taught and assessed in English, must write the Test of English as a Foreign Language (TOEFL). Applicants who have written the TOEFL iBT need a minimum score of 100, with no less than 25 on each of the individual components, whereas those who wrote the paper and pencil test need a score of 600 out of a possible 677. Students applying to the joint Common Law/Civil Law Degree Program are exempt from this requirement.

### **Part-time students**

A limited number of positions in the faculty are available for part-time legal studies. Students must demonstrate to the satisfaction of the faculty that they are unable to attend on a full-time basis because of health reasons, physical disability or exceptional family or financial hardship.

Students must ensure that their part-time program conforms to the Law Society requirements in the province in which they wish to practice. Requests for part-time studies should be made in writing and submitted to the Law Admissions Office once an applicant has been admitted to the faculty.

### **Admission as an upper-level student**

Applications are considered from students in other Canadian law schools or with non-Canadian law degrees who wish to attend the Faculty of Law as upper-level students. The number of applicants accepted is determined each year by the number of available places in upper-year courses.

Applications for upper-level positions commencing in September should be submitted by April 30 (date subject to change). Where appropriate, the faculty may consider applications for entry in January of the Winter Session or May of the Summer Session.

### **Transfer student applications**

Applicants who wish to transfer to the Faculty of Law must complete a minimum of two years of legal education in the faculty in order to obtain a Juris Doctor (JD) degree from the University of Victoria. Applications must be accompanied by the following:

1. the applicant's academic record from law school and all other post-secondary studies;
2. the applicant's reasons for seeking to transfer to the Faculty of Law; and
3. LSAT score.

Applications will be considered if:

1. the applicant meets all of the eligibility requirements for admission to the first-year program of the Faculty of Law (including the LSAT); and
2. the law courses which have been completed by the applicant are compatible with the curriculum of the Faculty of Law.

Preference is given to students who are academically outstanding and who have the potential to make a unique contribution to the academic program of the Faculty of Law. While consideration is given to an applicant's reasons for wanting to transfer, compassionate grounds for transferring will not compensate for less competitive law school grades. Students who have undertaken their previous legal education at a Canadian law school will be given preference over applicants whose previous legal training was undertaken outside Canada. Please note that applicants from non-Canadian law schools are rarely admitted under the transfer category.

### **Visiting students**

Applications from law students currently attending another university who wish to visit the faculty for one or two terms will be considered. A letter of permission from the student's current law school is required prior to enrolment in UVic's regular fall or spring terms as well as the summer session. If accepted, a visiting student's course program must be approved by the Deans of both law schools or their designates.

### **Applicants with Canadian Civil Law degrees**

Please see section [JD for Civil Law Graduates](#).

### **Applicants with non-Canadian Law degrees**

The Faculty of Law will consider applicants who have credentials in law from universities outside Canada for Summer Session only. Such applicants should arrange to have their academic record evaluated by the National Committee on Accreditation before applying to the faculty. The National Committee is responsible for granting Certificates of Qualification, which are recognized by the various Canadian Law Societies for admission to the Bar. Decisions of the National Committee regarding requirements for the Certificate do not guarantee admission to the Faculty of Law. Admission to the faculty is competitive and subject to the availability of space. Normally the Law Faculty will only accept NCA applicants who have demonstrated competency in the core NCA subject areas that are equivalent to our first year curriculum. Information about the Certificate may be obtained by writing to:

National Committee on Accreditation  
c/o Federation of Law Societies of Canada  
World Exchange Plaza  
45 O'Connor, Suite 1810  
Ottawa ON, Canada K1P 1A4  
Email: [nca@flsc.ca](mailto:nca@flsc.ca)  
Web: [flsc.ca/national-initiatives/nca](http://flsc.ca/national-initiatives/nca)

## PROPOSED CALENDAR WORDING, JD/JID PROGRAM (CHANGES)

### Admission requirements

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Information concerning admission is available from the Law Admissions Office or our [website](#). The online application form is available via the website.

The application period normally opens September 1 and ends December 1. However, applicants are strongly encouraged to submit applications and all supporting documentation as early as possible.

The JD/JID program is limited to a class of 25 students with an intake in September of each year. The program is open to first year admits only. Transfer or Visiting applicants to the program will not be accepted. Applications will be accepted under the ~~Regular~~ [General](#) and ~~Discretionary~~ [Inclusive](#) categories. All admissions to the program are at the discretion of the Admissions Committee. Typically, applicants need to choose to apply to either the JD/JID program or the JD program, rather than apply to both programs. If an application to the JD/JID program is denied, the Admissions Committee may invite the applicant to apply to the JD program.

Admission inquiries should be addressed to the Law Admissions Office:

Faculty of Law  
University of Victoria  
PO Box 1700 STN CSC  
Victoria BC V8W 2Y2  
Phone: 250-721-8151  
Fax: 250-721-6390  
Email: [lclerk2@uvic.ca](mailto:lclerk2@uvic.ca)  
Web: [uvic.ca/law](http://uvic.ca/law)

Regardless of the category of admission, if an applicant's academic background makes it appropriate, the Admissions Committee may make an offer of admission conditional upon successful completion of the ILC Summer Program, conducted by the Wiyasiwewin Mikiwahp Indigenous Law Centre (ILC) at the University of Saskatchewan. The faculty fully endorses this program, and considerable weight is placed upon the evaluation submitted by its director. More information concerning the ILC Summer Program is available on the ILC [website](#).

### ~~Regular applicants~~ [General Admission](#)

To be considered for admission to the JD/JID program, ~~Regular~~ [General Admission](#) applicants must:

- submit a completed application; and
- submit a personal statement; and
- write the Law School Admission Test (LSAT) within the previous five years; and
- present proof of having received, with standing satisfactory to the Faculty of Law, a degree from the University of Victoria or an equivalent degree from a recognized college

or university; or present proof of having completed, with standing satisfactory to the Faculty of Law, at least the first three years (45 units) of a program leading to a degree at the University of Victoria, or the equivalent at a recognized institution; and

- provide one academic letter of reference; and
- provide one reference letter describing your suitability for and commitment to the program; and
- submit a statement describing your connection to and/or involvement in an Indigenous community, the reasons why you want to pursue the JD/JID program and how you will enrich the learning environment at the faculty; and
- optionally, provide a copy of your status card or evidence supporting your Indigeneity.

In addition, each applicant may be required to satisfy other requirements that may be prescribed from time to time.

### **Determination of admissibility**

Admission decisions are determined by a holistic review of the applicant's academic evaluation (pre-law academic record and Law School Admission Test (LSAT) score) and all other elements in the application.

### **Special Access applicants Inclusive Admission**

To be considered for admission to the JD/JID program, Special Inclusive Admission applicants must:

- submit a completed application; and
- submit a personal statement; and
- write the Law School Admission Test (LSAT) within the previous five years; and
- present proof of having received, with standing satisfactory to the Faculty of Law, a degree from the University of Victoria or an equivalent degree from a recognized college or university; or present proof of having completed, with standing satisfactory to the Faculty of Law, at least the first three years (45 units) of a program leading to a degree at the University of Victoria, or the equivalent at a recognized institution; and
- provide one academic letter of reference; and
- provide one reference letter describing your suitability for and commitment to the program; and
- submit a statement describing your connection to and/or involvement in an Indigenous community, the reasons why you want to pursue the JD/JID program and how you will enrich the learning environment at the faculty; and
- optionally, provide a copy of your status card or evidence supporting your Indigeneity.

In addition, to qualify under the Special Access Inclusive Admission category you must provide evidence that your academic achievements have been significantly delayed, interrupted or adversely affected by:

- a medical condition or disability (physical, sensory, learning, addiction, mental illness, or similar condition or disability); or

- family or similar responsibilities and the consequent need to attend to these responsibilities or to maintain employment; or
- social, historic, political, economic or other factors.

Selection from qualified ~~Special Access~~ Inclusive Admission applicants will be made on the basis of the applicant's:

- achievements in occupational endeavours, and community, public service and cultural activities that indicate an ability to succeed in law school;
- academic performance in any educational or training programs or courses;
- reference letters; and
- LSAT score

An applicant who has not completed the minimum academic requirements for admission in the ~~Regular~~ General category should demonstrate why it would be unreasonable to expect the applicant to complete the minimum academic requirements prior to entering law school.

Applicants who have less than three years of post-secondary education at the university or college level ~~are very rarely admitted. Any such applicant~~ must demonstrate the ability to perform at a level that meets the academic standards of the law school.

### **Applicants whose first language is not English**

Applicants whose first language is not English and who have not completed a minimum of three full academic years of post-secondary study that was taught and assessed in English, must write the Test of English as a Foreign Language (TOEFL). Applicants who have written the TOEFL iBT need a minimum score of 100, with no less than 25 on each of the individual components, whereas those who wrote the paper and pencil test need a score of 600 out of a possible 677. Students applying to the joint Common Law/Civil Law Degree Program are exempt from this requirement.

### **Part-time students**

A limited number of positions in the faculty are available for part-time legal studies. Students must demonstrate to the satisfaction of the faculty that they are unable to attend on a full-time basis because of health reasons, physical disability or exceptional family or financial hardship.

Students must ensure that their part-time program conforms to the Law Society requirements in the province in which they wish to practice. Requests for part-time studies should be made in writing and submitted to the Law Admissions Office once an applicant has been admitted to the faculty.

## PROPOSED CALENDAR WORDING, JD PROGRAM (CLEAN)

### Admission requirements

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Information concerning admission is available from the Law Admissions Office or our [website](#). The online application form is available via the website.

The application period opens September 1 and ends December 1. However, applicants are strongly encouraged to submit applications as early as possible, as offers will be made beginning in September.

All required documents must be submitted by the application deadline.

All admissions to the Faculty of Law are at the discretion of the Admissions Committee.

Admission inquiries should be addressed to the Law Admissions Office:

Faculty of Law  
University of Victoria  
PO Box 1700 STN CSC  
Victoria BC V8W 2Y2  
Phone: 250-721-8151  
Fax: 250-721-6390  
Email: [lclerk2@uvic.ca](mailto:lclerk2@uvic.ca)  
Web: [uvic.ca/law](http://uvic.ca/law)

### **Admission to the first-year program**

#### **General Admission**

To be considered for admission to the Faculty of Law, **General Admission** applicants must:

- submit a completed application; and
- submit a personal statement not exceeding 750 words; and
- pay the application fee; and
- write the Law School Admission Test (LSAT) within the previous five years and written no later than the January test date; and
- submit one copy of a transcript for all post-secondary studies including exchange and study abroad transcripts; and
- submit TOEFL results (if applicable); and
- either:
  - present proof of having received, with standing satisfactory to the Faculty of Law, a degree from the University of Victoria or an equivalent degree from a recognized college or university; or
  - present proof of having completed, with standing satisfactory to the Faculty of Law, at least the first three years (45 units) of a program leading to a degree at the University of Victoria, or the equivalent at a recognized institution.

In addition, each applicant may be required to satisfy other requirements that may be prescribed from time to time.

### **Determination of admissibility**

Admission decisions are primarily determined by an applicant's pre-law academic record and Law School Admission Test (LSAT) score. An applicant's personal statement may also be considered.

### **Inclusive Admission**

The Inclusive Admission application stream is designed to account for the fact that General Admission may exclude from consideration deserving applicants who have experienced systemic and personal barriers that often generate significant inequitable impacts on academic opportunities and metrics, and who have demonstrated valuable skills in overcoming such barriers.

### **Inclusive Admission Instructions**

To be considered for admission to the Faculty of Law, **Inclusive Admission** applicants must:

- submit a completed application; and
- submit a personal statement not exceeding 750 words; and
- submit an Inclusive Admission statement; and
- submit two letters of reference sent directly from your references; and
- pay the application fee; and
- write the Law School Admission Test (LSAT) within the previous five years and written no later than the January test date; and
- submit one copy of a transcript for all post-secondary studies including exchange and study abroad transcripts; and
- submit TOEFL results (if applicable); and
- either:
  - present proof of having received, with standing satisfactory to the Faculty of Law, a degree from the University of Victoria or an equivalent degree from a recognized college or university; or
  - present proof of having completed, with standing satisfactory to the Faculty of Law, at least the first three years (45 units) of a program leading to a degree at the University of Victoria, or the equivalent at a recognized institution.

In addition, each applicant may be required to satisfy other requirements that may be prescribed from time to time.

While this is not an exhaustive list, the Faculty of Law generally considers applicants for Inclusive Admission who have faced obstacles or inequities due to:

- A medical diagnosis; or
- An event, such as one that altered your academic plans or affected your ability to perform academically at a traditionally competitive level; or
- Extraordinary responsibilities, including caregiving; or



- Systemic barriers and inequities, whether endured because of indigeneity, race, ethnicity, physical or mental disabilities, religion, sexual orientation, gender identity or expression, economic, political, cultural or other factors.

An applicant who has not completed the minimum academic requirements must demonstrate why it would be unreasonable to expect the applicant to complete the minimum academic requirements prior to entering law school.

Applicants who have less than three years of post-secondary education at the university or college level must demonstrate the ability to perform at a level that meets the academic standards of the law school.

### **Indigenous Admission**

The Faculty of Law desires that the number of First Nations, Métis and Inuit peoples in the legal profession increase substantially and, accordingly, encourages inquiries and applications from Indigenous applicants.

#### Indigenous Admission Instructions

To be considered for admission to the Faculty of Law, Indigenous Admission applicants must:

- submit a completed application; and
- submit a personal statement not exceeding 750 words; and
- submit a statement describing your connection to Indigenous community; and
- submit two letters of reference sent directly by your references (one must fully describe your connection(s) to Indigenous community, and the second must be an academic reference); and
- pay the application fee; and
- write the Law School Admission Test (LSAT) within the previous five years and written no later than the January test date; and
- submit one copy of a transcript for all post-secondary studies including exchange and study abroad transcripts; and
- submit TOEFL results (if applicable); and
- either:
  - present proof of having received, with standing satisfactory to the Faculty of Law, a degree from the University of Victoria or an equivalent degree from a recognized college or university; or
  - present proof of having completed, with standing satisfactory to the Faculty of Law, at least the first three years (45 units) of a program leading to a degree at the University of Victoria, or the equivalent at a recognized institution.

In addition, each applicant may be required to satisfy other requirements that may be prescribed from time to time.

## **Black Admission**

The Faculty of Law desires that the number of Black members of the legal profession increase substantially and, accordingly, encourages inquiries and applications from Black applicants.

### **Black Admission Instructions**

To be considered for admission to the Faculty of Law, Black Admission applicants must:

- submit a completed application; and
- submit a personal statement not exceeding 750 words; and
- submit a Black Admission statement; and
- pay the application fee; and
- write the Law School Admission Test (LSAT) within the previous five years and written no later than the January test date; and
- submit one copy of a transcript for all post-secondary studies including exchange and study abroad transcripts; and
- submit TOEFL results (if applicable); and
- either:
  - present proof of having received, with standing satisfactory to the Faculty of Law, a degree from the University of Victoria or an equivalent degree from a recognized college or university; or
  - present proof of having completed, with standing satisfactory to the Faculty of Law, at least the first three years (45 units) of a program leading to a degree at the University of Victoria, or the equivalent at a recognized institution.

In addition, each applicant may be required to satisfy other requirements that may be prescribed from time to time.

### **Applicants whose first language is not English**

Applicants whose first language is not English and who have not completed a minimum of three full academic years of post-secondary study that was taught and assessed in English, must write the Test of English as a Foreign Language (TOEFL). Applicants who have written the TOEFL iBT need a minimum score of 100, with no less than 25 on each of the individual components, whereas those who wrote the paper and pencil test need a score of 600 out of a possible 677. Students applying to the joint Common Law/Civil Law Degree Program are exempt from this requirement.

### **Part-time students**

A limited number of positions in the faculty are available for part-time legal studies. Students must demonstrate to the satisfaction of the faculty that they are unable to attend on a full-time basis because of health reasons, physical disability or exceptional family or financial hardship.

Students must ensure that their part-time program conforms to the Law Society requirements in the province in which they wish to practice. Requests for part-time studies should be made in

writing and submitted to the Law Admissions Office once an applicant has been admitted to the faculty.

### **Admission as an upper-level student**

Applications are considered from students in other Canadian law schools or with non-Canadian law degrees who wish to attend the Faculty of Law as upper-level students. The number of applicants accepted is determined each year by the number of available places in upper-year courses.

Applications for upper-level positions commencing in September should be submitted by April 30 (date subject to change). Where appropriate, the faculty may consider applications for entry in January of the Winter Session or May of the Summer Session.

### **Transfer student applications**

Applicants who wish to transfer to the Faculty of Law must complete a minimum of two years of legal education in the faculty in order to obtain a Juris Doctor (JD) degree from the University of Victoria. Applications must be accompanied by the following:

1. the applicant's academic record from law school and all other post-secondary studies;
2. the applicant's reasons for seeking to transfer to the Faculty of Law; and
3. LSAT score.

Applications will be considered if:

1. the applicant meets all of the eligibility requirements for admission to the first-year program of the Faculty of Law (including the LSAT); and
2. the law courses which have been completed by the applicant are compatible with the curriculum of the Faculty of Law.

Preference is given to students who are academically outstanding and who have the potential to make a unique contribution to the academic program of the Faculty of Law. While consideration is given to an applicant's reasons for wanting to transfer, compassionate grounds for transferring will not compensate for less competitive law school grades. Students who have undertaken their previous legal education at a Canadian law school will be given preference over applicants whose previous legal training was undertaken outside Canada. Please note that applicants from non-Canadian law schools are rarely admitted under the transfer category.

### **Visiting students**

Applications from law students currently attending another university who wish to visit the faculty for one or two terms will be considered. A letter of permission from the student's current law school is required prior to enrolment in UVic's regular fall or spring terms as well as the summer session. If accepted, a visiting student's course program must be approved by the Deans of both law schools or their designates.

### **Applicants with Canadian Civil Law degrees**

Please see section [JD for Civil Law Graduates](#).

### **Applicants with non-Canadian Law degrees**

The Faculty of Law will consider applicants who have credentials in law from universities outside Canada for Summer Session only. Such applicants should arrange to have their academic record evaluated by the National Committee on Accreditation before applying to the faculty. The National Committee is responsible for granting Certificates of Qualification, which are recognized by the various Canadian Law Societies for admission to the Bar. Decisions of the National Committee regarding requirements for the Certificate do not guarantee admission to the Faculty of Law. Admission to the faculty is competitive and subject to the availability of space. Normally the Law Faculty will only accept NCA applicants who have demonstrated competency in the core NCA subject areas that are equivalent to our first year curriculum. Information about the Certificate may be obtained by writing to:

National Committee on Accreditation  
c/o Federation of Law Societies of Canada  
World Exchange Plaza  
45 O'Connor, Suite 1810  
Ottawa ON, Canada K1P 1A4  
Email: [nca@flsc.ca](mailto:nca@flsc.ca)  
Web: [flsc.ca/national-initiatives/nca](http://flsc.ca/national-initiatives/nca)

## PROPOSED CALENDAR WORDING, JD/JID PROGRAM (CLEAN)

### **Admission requirements**

---

Information concerning admission is available from the Law Admissions Office or our [website](#). The online application form is available via the website.

The application period normally opens September 1 and ends December 1. However, applicants are strongly encouraged to submit applications and all supporting documentation as early as possible.

The JD/JID program is limited to a class of 25 students with an intake in September of each year. The program is open to first year admits only. Transfer or Visiting applicants to the program will not be accepted. Applications will be accepted under the General and Inclusive categories. All admissions to the program are at the discretion of the Admissions Committee. Typically, applicants need to choose to apply to either the JD/JID program or the JD program, rather than apply to both programs. If an application to the JD/JID program is denied, the Admissions Committee may invite the applicant to apply to the JD program.

Admission inquiries should be addressed to the Law Admissions Office:

Faculty of Law  
University of Victoria  
PO Box 1700 STN CSC  
Victoria BC V8W 2Y2  
Phone: 250-721-8151  
Fax: 250-721-6390  
Email: [lclerk2@uvic.ca](mailto:lclerk2@uvic.ca)  
Web: [uvic.ca/law](http://uvic.ca/law)

Regardless of the category of admission, if an applicant's academic background makes it appropriate, the Admissions Committee may make an offer of admission conditional upon successful completion of the ILC Summer Program, conducted by the Wiyasiwewin Mikiwahp Indigenous Law Centre (ILC) at the University of Saskatchewan. The faculty fully endorses this program, and considerable weight is placed upon the evaluation submitted by its director. More information concerning the ILC Summer Program is available on the ILC [website](#).

### **General Admission**

To be considered for admission to the JD/JID program, General Admission applicants must:

- submit a completed application; and
- submit a personal statement; and
- write the Law School Admission Test (LSAT) within the previous five years; and
- present proof of having received, with standing satisfactory to the Faculty of Law, a degree from the University of Victoria or an equivalent degree from a recognized college or university; or present proof of having completed, with standing satisfactory to the

Faculty of Law, at least the first three years (45 units) of a program leading to a degree at the University of Victoria, or the equivalent at a recognized institution; and

- provide one academic letter of reference; and
- provide one reference letter describing your suitability for and commitment to the program; and
- submit a statement describing your connection to and/or involvement in an Indigenous community, the reasons why you want to pursue the JD/JID program and how you will enrich the learning environment at the faculty; and
- optionally, provide a copy of your status card or evidence supporting your Indigeneity.

In addition, each applicant may be required to satisfy other requirements that may be prescribed from time to time.

### **Determination of admissibility**

Admission decisions are determined by a holistic review of the applicant's academic evaluation (pre-law academic record and Law School Admission Test (LSAT) score) and all other elements in the application.

### **Inclusive Admission**

To be considered for admission to the JD/JID program, Inclusive Admission applicants must:

- submit a completed application; and
- submit a personal statement; and
- write the Law School Admission Test (LSAT) within the previous five years; and
- present proof of having received, with standing satisfactory to the Faculty of Law, a degree from the University of Victoria or an equivalent degree from a recognized college or university; or present proof of having completed, with standing satisfactory to the Faculty of Law, at least the first three years (45 units) of a program leading to a degree at the University of Victoria, or the equivalent at a recognized institution; and
- provide one academic letter of reference; and
- provide one reference letter describing your suitability for and commitment to the program; and
- submit a statement describing your connection to and/or involvement in an Indigenous community, the reasons why you want to pursue the JD/JID program and how you will enrich the learning environment at the faculty; and
- optionally, provide a copy of your status card or evidence supporting your Indigeneity.

In addition, to qualify under the Inclusive Admission category you must provide evidence that your academic achievements have been significantly delayed, interrupted or adversely affected by:

- a medical condition or disability (physical, sensory, learning, addiction, mental illness, or similar condition or disability); or
- family or similar responsibilities and the consequent need to attend to these responsibilities or to maintain employment; or
- social, historic, political, economic or other factors.

Selection from qualified Inclusive Admission applicants will be made on the basis of the applicant's:

- achievements in occupational endeavours, and community, public service and cultural activities that indicate an ability to succeed in law school;
- academic performance in any educational or training programs or courses;
- reference letters; and
- LSAT score

An applicant who has not completed the minimum academic requirements for admission in the General category should demonstrate why it would be unreasonable to expect the applicant to complete the minimum academic requirements prior to entering law school.

Applicants who have less than three years of post-secondary education at the university or college level must demonstrate the ability to perform at a level that meets the academic standards of the law school.

### **Applicants whose first language is not English**

Applicants whose first language is not English and who have not completed a minimum of three full academic years of post-secondary study that was taught and assessed in English, must write the Test of English as a Foreign Language (TOEFL). Applicants who have written the TOEFL iBT need a minimum score of 100, with no less than 25 on each of the individual components, whereas those who wrote the paper and pencil test need a score of 600 out of a possible 677. Students applying to the joint Common Law/Civil Law Degree Program are exempt from this requirement.

### **Part-time students**

A limited number of positions in the faculty are available for part-time legal studies. Students must demonstrate to the satisfaction of the faculty that they are unable to attend on a full-time basis because of health reasons, physical disability or exceptional family or financial hardship.

Students must ensure that their part-time program conforms to the Law Society requirements in the province in which they wish to practice. Requests for part-time studies should be made in writing and submitted to the Law Admissions Office once an applicant has been admitted to the faculty.



**Date:** April 19, 2023

**To:** Senate

**From:** Senate Committee on Academic Standards

**Re:** **Faculty of Engineering and Computer Science - Bachelor in Engineering and Bachelor in Software Engineering Undergraduate Admission Requirements**

---

At its meeting on April 12, 2023 the Senate Committee on Academic Standards considered a proposal received from the Faculty of Engineering and Computer Science, dated March 14, 2023, on the revisions to the admission requirements to the Bachelor in Engineering and Bachelor in Software Engineering programs.

**Recommended motion:**

*That Senate approve the revisions to the admission requirements to the Bachelor in Engineering and Bachelor in Software Engineering programs effective September 1, 2023.*

Respectfully submitted,

**2022/2023 Senate Committee on Academic Standards**


Yasmine Kandil (Chair), Faculty of Fine Arts  
Elizabeth Adjin-Tettey, Acting Associate Vice-President Academic and Planning  
Deborah Berman, UVSS representative  
Ashley Burridge de Moscoso, Acting Associate Registrar  
Steve Evans, VPAC's nominee  
Kayleigh Francis, GSS representative  
Matsuko Friedland, Student Senator  
Andrea Giles, Executive Director, Coop Education and Career Services  
Rob Hancock, Faculty of Social Sciences  
Tim Haskett, Faculty of Humanities  
Artem Kuklev, Student Senator  
Devi Mucina, Faculty of Human and Social Development  
Tania Muir, Division of Continuing Studies  
Julio Navarro, Faculty of Science  
Andrew Newcombe, Faculty of Law  
Sorin Rizeanu, Peter B. Gustavson School of Business  
Tim Pelton, Faculty of Education  
Yang Shi, Faculty of Engineering and Computer Science  
Danu Stinson, Faculty of Graduate Studies  
Wendy Taylor, Acting Registrar  
Diana Varela, Associate Dean, Academic Advising (Faculties of SCIE, SOSC and HUM)  
Alivia Wang, Convocation Senator  
Ada Saab (Secretary), Associate University Secretary





**Date:** April 13, 2023

**To:** LillAnne Jackson  
Associate Dean Undergraduate Programs  
Faculty of Engineering and Computer Science

**From:** Ada Saab   
Associate University Secretary

**Re:** **Bachelor in Engineering and Bachelor in Software Engineering  
Undergraduate Admissions Requirements**

---

At its meeting on April 12, 2023 the Senate Committee on Academic Standards considered a proposal from the Faculty of Engineering and Computer Science on the revisions to the admission requirements to the Bachelor in Engineering and Bachelor in Software Engineering programs.

In that regard, this is to advise that the committee approved the following motion:

Motion:

That the Senate Committee on Academic Standards approve, and recommend to Senate that it also approve, the revisions to the admission requirements to the Bachelor in Engineering and Bachelor in Software Engineering programs effective September 1, 2023.

Please note that this item will be forwarded by the committee to Senate for its approval. The Senate next meeting scheduled for May 5, 2023.





# MEMO

## Engineering Undergraduate Office

PO Box 1700, STN CSC  
Victoria, British Columbia, V8W 2Y2  
T: 250-721-6023  
E: engr@uvic.ca  
W: uvic.ca/ecs

---

**DATE:** March 14, 2023

**TO:** Senate Committee on Admission, Re-registration & Transfer (SCART) and/or  
Senate Committee on Academic Standards (SCAS)

**FROM:** Dr. LillAnne Jackson, Associate Dean Undergraduate Programs,  
Faculty of Engineering and Computer Science

**RE:** Admission to BEng/BSEng programs in the Faculty of Engineering and Computer Science

This is a request from the Faculty Meeting of the Faculty of Engineering and Computer Science to change the admission standards.

Current	Proposed Change
<ul style="list-style-type: none"><li>English 12 or English 12 First Peoples with at least 67%</li><li>Pre-Calculus 12 with at least 73%</li><li>Physics 12 or Chemistry 12</li><li>One Approved Academic 12 Course</li></ul>	<ul style="list-style-type: none"><li>English 12 or English 12 First Peoples with at least 67%</li><li>Pre-Calculus 12 with at least 73%</li><li>Approved Science 12 Course or Calculus 12</li><li>One Approved Academic 12 Course</li></ul>

- Physics 12 or calculus are not *required* as a pre-requisite for any coursework in the BEng/BSEng curriculum. The proposed admission criteria contain all pre-requisite courses that are in that curriculum.
- The Faculty agrees that the proposed admission criteria will effectively assess applicants' ability to be successful in the programs.
- Criteria for discipline declaration, typically at the end of first year, is not changing: completion of 12.0 units of relevant coursework, have a minimum GPA  $\geq 3.0$  and no course grade less than a C.
- Critically, the Physics 12 or Chemistry 12 requirement places a restriction on the applicant pool for the BEng/BSEng programs. Consultations with UVic Recruitment indicate that broadening the science requirement and including Calculus 12 will continue to significantly broaden the applicant pool, both locally and internationally.

Sincerely,

LillAnne Jackson, PhD, P.L.Eng.,  
Associate Dean Undergraduate Programs  
Faculty of Engineering and Computer Science  
University of Victoria





**Date:** April 19, 2023  
**To:** Senate  
**From:** Senate Committee on Academic Standards  
**Re:** **Faculty of Engineering and Computer Science – Minor in Mechanical Systems Undergraduate Program Requirements**

---

At its meeting on April 12, 2023 the Senate Committee on Academic Standards considered a proposal received from the Faculty of Engineering and Computer Science, dated March 15, 2023, on revisions to the program requirements for the Minor in Mechanical Systems.

**Recommended motion:**

*That Senate approve the revisions to the program requirements to the Minor in Mechanical Systems effective September 1, 2023.*

Respectfully submitted,


**2022/2023 Senate Committee on Academic Standards**

Yasmine Kandil (Chair), Faculty of Fine Arts  
Elizabeth Adjin-Tettey, Acting Associate Vice-President Academic and Planning  
Deborah Berman, UVSS representative  
Ashley Burridge de Moscoso, Acting Associate Registrar  
Steve Evans, VPAC's nominee  
Kayleigh Francis, GSS representative  
Matsuko Friedland, Student Senator  
Andrea Giles, Executive Director, Coop Education and Career Services  
Rob Hancock, Faculty of Social Sciences  
Tim Haskett, Faculty of Humanities  
Artem Kuklev, Student Senator  
Devi Mucina, Faculty of Human and Social Development  
Tania Muir, Division of Continuing Studies  
Julio Navarro, Faculty of Science  
Andrew Newcombe, Faculty of Law  
Sorin Rizeanu, Peter B. Gustavson School of Business  
Tim Pelton, Faculty of Education  
Yang Shi, Faculty of Engineering and Computer Science  
Danu Stinson, Faculty of Graduate Studies  
Wendy Taylor, Acting Registrar  
Diana Varela, Associate Dean, Academic Advising (Faculties of SCIE, SOSC and HUM)  
Alivia Wang, Convocation Senator  
Ada Saab (Secretary), Associate University Secretary



**Date:** April 13, 2023

**To:** LillAnne Jackson  
Associate Dean Undergraduate Programs  
Faculty of Engineering and Computer Science

**From:** Ada Saab   
Associate University Secretary

**Re: Minor in Mechanical Systems Undergraduate Program Requirement**

---

At its meeting on April 12, 2023 the Senate Committee on Academic Standards considered a proposal from the Faculty of Engineering and Computer Science on the revisions to the program requirements to the Minor in Mechanical Systems.

In that regard, this is to advise that the committee approved the following motion:

Motion:

That the Senate Committee on Academic Standards approve, and recommend to Senate that it also approve, the revisions to the program requirements to the Minor in Mechanical Systems effective September 1, 2023.

Please note that this item will be forwarded by the committee to Senate for its approval. The Senate next meeting scheduled for May 5, 2023.





# MEMO

## Engineering Undergraduate Office

PO Box 1700, STN CSC  
Victoria, BC, V8W 2Y2  
T: 250-721-6023  
E: engr@uvic.ca  
W: uvic.ca/ecs

---

**Date:** March 15, 2023  
**To:** Senate Committee on Academic Standards (SCAS)  
**From:** Dr. LillAnne Jackson, Associate Dean Undergraduate Programs,  
Faculty of Engineering and Computer Science  
**RE:** Admission Requirement Change to Minor in Mechanical Systems

### Current published requirements

#### Mechanical Systems (Minor)

This program is offered by the Department of Mechanical Engineering in the [Faculty of Engineering and Computer Science](#). In addition to the requirements below, students must consult their Faculty program requirements.

#### Admission requirements

For information on admission requirements, refer to the [Faculty of Engineering and Computer Science](#).

#### Program requirements

A Mechanical Systems Minor is open to all students outside the Mechanical Engineering program. It requires 9 units of MECH-designated courses, with a minimum of 4.5 units at the 300 level or above. Permission of the department is required. Courses that fulfill requirements for a Minor cannot form part of the requirements for the degree. In order to accommodate students from different backgrounds, as much flexibility as possible is given in course selection (consistent with course prerequisites). A suitable choice of fourth-year courses can lead to any areas of specialization given in the Mechanical Engineering technical elective list.

### Proposed revision to requirements

#### Mechanical Systems (Minor)

This program is offered by the Department of Mechanical Engineering in the [Faculty of Engineering and Computer Science](#). In addition to the requirements below, students must consult their Faculty program requirements.

#### Admission requirements

For information on admission requirements, refer to the [Faculty of Engineering and Computer Science](#).

#### Program requirements

A Mechanical Systems Minor is open to all students outside the Mechanical Engineering program. **Students must have a minimum cumulative GPA of 5.0 and have completed 12.0 units of UVic courses.** It requires 9 units of MECH-designated courses, with a minimum of 4.5 units at the 300 level or above. Permission of the department is required. Courses that fulfill requirements for a Minor cannot form part of the requirements for the degree. In order to accommodate students from different backgrounds, as much flexibility as possible is given in course selection (consistent with course prerequisites). A suitable choice of fourth-year courses can lead to any areas of specialization given in the Mechanical Engineering technical elective list.



# MEMO

## Engineering Undergraduate Office

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W: uvic.ca/ecs

---

### Rationale for Change to Admission Requirements

- Notice that the Mechanical Systems Minor is actually the Minor in Mechanical Engineering: our accrediting body does not allow us to use the word 'engineering' in undergraduate programs that do not undergo accreditation. This naming allows the creation of a flexible grouping of relevant coursework that is based on an applicant's interests and pre-requisite coursework. The accrediting body is aware that graduates with a Mechanical Systems Minor will not enter Mechanical Engineering careers but will have skill sets to work with alongside them.
- All of the Mechanical Engineering program's courses begin at second year, following the preparatory first year that is common to all of the Engineering programs. The preparatory first year in Engineering contains courses in math, physics, engineering design, communications, chemistry and computer science.
- Admission into the Mechanical Engineering major requires a minimum of 12 units of program relevant courses.
- The proposed change to the admission in the Mechanical Systems Minor mirrors this 12 unit minimum, ensuring students have second year standing when they begin the program.
- By not setting any specific courses that must be in those 12 units, allows a continuation of the flexibility that is already in the minor program allowing students and advisors to create a suitable pathway through the minor.

Sincerely,

A handwritten signature in black ink that reads "L Jackson".

LillAnne Jackson, PhD, PLEng  
Associate Dean, Undergraduate Programs  
Faculty of Engineering and Computer Science





**Date:** April 19, 2023  
**To:** Senate  
**From:** Senate Committee on Academic Standards  
**Re:** **Faculty of Human and Social Development – School of Nursing  
Graduate Admission Requirements**

---

At its meeting on April 12, 2023 the Senate Committee on Academic Standards considered a proposal received from the Faculty of Human and Social Development, dated March 22, 2023, on the revisions to the admission requirements to the Masters of Nursing Graduate Programs.

**Recommended motion:**

*That Senate approve the revisions to the admission requirements to the School of Nursing Masters level (APL, NUED, NUHI double-degree, NP, and post-degree NP stream) effective September 1, 2023.*

Respectfully submitted,

**2022/2023 Senate Committee on Academic Standards**

Yasmine Kandil (Chair), Faculty of Fine Arts  
Elizabeth Adjin-Tettey, Acting Associate Vice-President Academic and Planning  
Deborah Berman, UVSS representative  
Ashley Burridge de Moscoso, Acting Associate Registrar  
Steve Evans, VPAC's nominee  
Kayleigh Francis, GSS representative  
Matsuko Friedland, Student Senator  
Andrea Giles, Executive Director, Coop Education and Career Services  
Rob Hancock, Faculty of Social Sciences  
Tim Haskett, Faculty of Humanities  
Artem Kuklev, Student Senator  
Devi Mucina, Faculty of Human and Social Development  
Tania Muir, Division of Continuing Studies  
Julio Navarro, Faculty of Science  
Andrew Newcombe, Faculty of Law  
Sorin Rizeanu, Peter B. Gustavson School of Business  
Tim Pelton, Faculty of Education  
Yang Shi, Faculty of Engineering and Computer Science  
Danu Stinson, Faculty of Graduate Studies  
Wendy Taylor, Acting Registrar  
Diana Varela, Associate Dean, Academic Advising (Faculties of SCIE, SOSC and HUM)  
Alivia Wang, Convocation Senator  
Ada Saab (Secretary), Associate University Secretary



**Date:** April 13, 2023

**To:** Maureen Ryan  
Associate Dean Academic  
Faculty of Human and Social Development

**From:** Ada Saab   
Associate University Secretary

**Re:** School of Nursing Graduate Admission Requirements

At its meeting on April 12, 2023 the Senate Committee on Academic Standards considered a proposal from the Faculty of Human and Social Development on revisions to the admission requirements to the School of Nursing, Master of Nursing Graduate program.

In that regard, this is to advise that the committee approved the following motion:

Motion:

That the Senate Committee on Academic Standards approve, and recommend to Senate that it also approve, the proposal to revise the requirements for admission to the School of Nursing Master's level (APL, NUED, NUHI double-degree, NP, and post-degree NP stream) effective September 1, 2023.

Please note that this item will be forwarded by the committee to Senate for its approval. The Senate next meeting scheduled for May 5, 2023.







Faculty of Human & Social Development | School of Nursing  
HSD Room A402 PO Box 1700 STN CSC Victoria BC V8W 2Y2 Canada  
T 250-721-7954 | F 250-721-6231 | nursing@uvic.ca | uvic.ca/hsd/nursing

March 22, 2023

To Yasmine Kandil, Chair, Senate Committee on Academic Standards

The School of Nursing has put forth the following Cycle 2 Calendar change for the September 2023 Graduate Calendar. The School of Nursing has determined that the Indigenous Cultural Safety Training pre-requisite requirement should be applicable to all Master of Nursing program applicants, not just the Nurse Practitioner applicants. This will ensure that students in all School of Nursing graduate program options at the Master's level (APL, NUED, NUHI double-degree, NP, and post-degree NP stream) will be prepared for their studies and practicum placement(s).

The School of Nursing is committed to enacting understanding related to the Calls to Action from the Truth and Reconciliation Commission, and to the ongoing work of reconciliation and Indigenization. This includes the inclusion of Indigenous ways of knowing and being in our academic programs and services as well as building cultural acumen.

There is an update to the course name, in the brackets below under "e.g." The updated name is: San'yas Indigenous Cultural Safety Training - Core Health.

**Proposed Tracked Changes:**

Prior to admission, all applicants to the School of Nursing Masters of Nursing Graduate Programs must provide evidence of completion of an upper level (300 or 400) undergraduate statistics course at a recognized post-secondary educational institute with a final grade of B or above and must provide evidence of completion of a recognized, interactive Indigenous cultural safety course for health providers (e.g., PHSA San'yas Indigenous Cultural Safety Training – Core Health). These courses must have been completed within five years of application.

**Proposed Final Version:**

Prior to admission, all applicants to the School of Nursing Masters of Nursing Graduate Programs must provide evidence of completion of an upper level (300 or 400) undergraduate statistics course at a recognized post-secondary educational institute with a final grade of B or above and must provide evidence of completion of a recognized, interactive Indigenous cultural safety course for health providers (e.g., PHSA San'yas Indigenous Cultural Safety Training – Core Health). These courses must have been completed within five years of application.

Thank you and regards,

**Kristen Elder**

Graduate Education Student Advisor

[School of Nursing](#) | University of Victoria

[nurscoord@uvic.ca](mailto:nurscoord@uvic.ca) | 250-721-7961

HSD A406 | PO Box 1700 STN CSC, Victoria, BC V8W 2Y2

*We acknowledge and respect the lək'wəjən 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.*



**Date:** April 19, 2023

**To:** Senate

**From:** Senate Committee on Academic Standards

**Re:** **Faculty of Education – School of Exercise Health, Physical and Health Education Year 2 Admission Requirements for the Recreation and Health Education (RHED) and Kinesiology (KINE) Programs**

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At its meeting on April 12, 2023 the Senate Committee on Academic Standards considered a proposal received from the Faculty of Education, School of Exercise Health, Physical and Health Education, dated March 16, 2023, on the revisions to the admission requirements to the Year 2 of the Recreation and Health Education (RHED) and Kinesiology (KINE) programs.

**Recommended motion:**

*That Senate approve the proposal to revise the admission requirements for Year 2 of the Recreation and Health Education (RHED) and Kinesiology (KINE) programs effective September 1, 2023.*

Respectfully submitted,

**2022/2023 Senate Committee on Academic Standards**

Yasmine Kandil (Chair), Faculty of Fine Arts  
Elizabeth Adjin-Tettey, Acting Associate Vice-President Academic and Planning  
Deborah Berman, UVSS representative  
Ashley Burridge de Moscoso, Acting Associate Registrar  
Steve Evans, VPAC's nominee  
Kayleigh Francis, GSS representative  
Matsuko Friedland, Student Senator  
Andrea Giles, Executive Director, Coop Education and Career Services  
Rob Hancock, Faculty of Social Sciences  
Tim Haskett, Faculty of Humanities  
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Devi Mucina, Faculty of Human and Social Development  
Tania Muir, Division of Continuing Studies  
Julio Navarro, Faculty of Science  
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Sorin Rizeanu, Peter B. Gustavson School of Business  
Tim Pelton, Faculty of Education  
Yang Shi, Faculty of Engineering and Computer Science  
Danu Stinson, Faculty of Graduate Studies  
Wendy Taylor, Acting Registrar  
Diana Varela, Associate Dean, Academic Advising (Faculties of SCIE, SOSC and HUM)  
Alivia Wang, Convocation Senator  
Ada Saab (Secretary), Associate University Secretary



**Date:** April 13, 2023

**To:** Sandra Hundza  
Director, Exercise Science, Physical and Health Education  
Faculty of Education

**From:** Ada Saab   
Associate University Secretary

**Re:** Removal of EPHE 143 admission requirement to EPHE Programs

At its meeting on April 12, 2023 the Senate Committee on Academic Standards considered a proposal from the Faculty of Education on the requirements for admission to the Year 2 School of School of Exercise Science, Physical and Health Education Recreation and Health Education (RHED) and Kinesiology (KINE) programs.

In that regard, this is to advise that the committee approved the following motion:

Motion:

That the Senate Committee on Academic Standards approve, and recommend to Senate that it also approve, the proposal to revise the requirements for admission to the Year 2 School of School of Exercise Science, Physical and Health Education Recreation and Health Education (RHED) and Kinesiology (KINE) programs effective September 1, 2023.

Please note that this item will be forwarded by the committee to Senate for its approval. The Senate next meeting scheduled for May 5, 2023.





# MEMO

Exercise Science, Physical and Health Education  
University of Victoria  
PO Box 1700 STN CSC  
Victoria, British Columbia, V8W 2Y2  
T: (250) 721-8373  
ephe.director@uvic.ca  
<http://www.uvic.ca/ephe>

**DATE:** March 16, 2023  
**TO:** Yasmine Kandil, Chair, Senate Committee on Academic Standards  
**FROM:** Sandra Hundza, Director, Exercise Science, Physical and Health Education  
**RE:** Removal of EPHE 143 admission requirement to EPHE Programs

Within the School of Exercise Science, Physical and Health Education are two programs: Recreation and Health Education (RHED) and Kinesiology (KINE). While the current admission requirements for Year 2 or higher of the programs differ slightly between the two programs (see Table 1), both require *EPHE 143 Multidisciplinary Foundations of Physical Activity*. EPHE 143 introduces students to physical activity as applied to health, kinesiology, recreation, leisure, and education. It also explores the contributions made by the disciplines such as physical literacy, recreation, health promotion, motor behaviour, biomechanics, motor rehabilitation and exercise physiology.

Table 1 – Current Admission Requirements to Year 2 or Higher of RHED and KINE

RHED	KINE
<p>At least 12 units of credit, including a minimum of 1.5 units of English from:</p> <ul style="list-style-type: none"> <li>▪ <a href="#">ATWP 135</a>, <a href="#">ENSH 101</a>, <a href="#">ENSH 102</a>, <a href="#">ENSH 202</a>, <a href="#">ENGR 110</a>, <a href="#">ENGR 120</a></li> </ul> <p>Academic preparation which includes the following:</p> <ul style="list-style-type: none"> <li>▪ <a href="#">EPHE 143</a> (1.5)*</li> <li>▪ a minimum grade point average of 4.0 (on a 9-point scale) on the most recent 12 units.</li> </ul>	<ul style="list-style-type: none"> <li>▪ EPHE 141</li> <li>▪ EPHE 143*</li> <li>▪ One of MATH 100, 102, or 109</li> <li>▪ One of ATWP 135</li> <li>▪ 1.5 units of other electives</li> <li>▪ 3 units of science electives</li> <li>▪ A minimum grade point average of 5.0 ("B" average) on the most recent 12 units</li> </ul>

\*We are requesting that EPHE 143 be removed from the list of admission requirements to RHED and KINE. EPHE 143 is retained as a course requirement but will be completed within the program after students are admitted.



# MEMO

Exercise Science, Physical and Health Education  
University of Victoria  
PO Box 1700 STN CSC  
Victoria, British Columbia, V8W 2Y2  
T: (250) 721-8373  
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<http://www.uvic.ca/ephe>

---

***We are proposing the removal of EPHE 143 as an admission requirement to Year 2 or higher of both RHED and KINE. The course will remain a program requirement for both RHED and KINE.*** We have two main reasons for requesting the removal of EPHE 143 as an admission requirement, the most important of which is to maximize undergraduate enrollment at the University of Victoria.

- In 2019, EPHE started admitting high school students to Year 1 of its programs on advice of the Registrar's Office as part of a strategy to expand enrollment. Prior to 2019, students could only get admitted to RHED or KINE after a year of general studies. Thus, prior to 2019 EPHE 143, served a useful admission to ensure students applying to Year 2 of our programs were aware of the relationship of physical activity to important constructs explored in both RHED and KINE.
- *The first of 2 main reasons for removing EPHE 143 as an admission requirement to Year 2 or higher of both RHED and KINE is that it imposes a noted barrier for students from other post-secondary institutions who want to apply for Year 2 entry at UVic.* For example, there could be high school students who are unsuccessful applying for Year 1 entry, who stay at home and take courses at their nearby community college. Only a limited number of post-secondary institutions in BC have courses that transfer to EPHE 143. Removing this barrier to entry from other post-secondary institutions may help to increase our Year 2 admissions which is a current priority for the University.
- The *second* rational for removing EPHE 143 as an *admission requirement to Year 2* relates to the point that EPHE 143 is not an admission requirement for students applying for Year 1 entry as these students apply straight from high school and the entrance requirements include various [Grade 11 and 12 courses](#). Therefore, the original intent of the course is not applicable for Year 1 entry. To make the admission requirements for Year 2 entry more inline with Year 1, it reasons that EPHE 143 should no longer be an admission requirement for Year 2.
- **EPHE 143 will remain a program requirement**, because it still contributes to the overall program learning objectives for both programs but is not essential to be taken in Year 1 of the program and does not disadvantage a student relative to the program curricula to be taken it later in the program, such as in Year 2. The course explores physical activity as applied to health, kinesiology, recreation, leisure, and education allowing students to recognize the many occupations available to our graduates and synergies that exist between the EPHE programs.

These changes do not affect any students who are currently in the RHED or KINE. Nor will these changes impact students who have applied to an EPHE program for the 2023-24



# MEMO

Exercise Science, Physical and Health Education  
University of Victoria  
PO Box 1700 STN CSC  
Victoria, British Columbia, V8W 2Y2  
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<http://www.uvic.ca/ephe>

---

academic year. Therefore, there is no need to communicate information about this change to applicants or existing students. Students who apply to EPHE in the future will find the requirements associated with admission to Year 2 or higher in the calendar and on the school's website that is current at that time. EPHE 143 is retained as a program requirement, and can be completed before or after students are admitted.

**Motion:**

*That the Senate Committee on Academic Standards approve, and recommend to Senate that it also approve, the removal of EPHE 143 as an admission requirement to Year 2 or higher of the RHED and KINE programs effective May 2023 Undergraduate Academic Calendar.*

Sincerely,

A handwritten signature in cursive script, appearing to read "S. Hundza".

Sandra Hundza, PhD



University  
of Victoria

Senate Committee on  
Academic Standards

**MEMO**

**Date:** April 19, 2023  
**To:** Senate  
**From:** Senate Committee on Academic Standards  
**Re:** **Faculty of Education – Bachelor of Arts Indigenous Language Proficiency Undergraduate Admission and Transfer Requirements**

---

At its meeting on April 12, 2023 the Senate Committee on Academic Standards considered a proposal received from the Faculty of Education, Indigenous Education, dated March 22, 2023, on the revisions to the admission and transfer requirements to the Bachelor of Arts in Indigenous Language Proficiency.

**Recommended motion:**

*That Senate approve the proposed requirements for admission and transfer to the Bachelor of Arts in Indigenous Language Proficiency.*

Respectfully submitted,

**2022/2023 Senate Committee on Academic Standards**

Yasmine Kandil (Chair), Faculty of Fine Arts  
Elizabeth Adjin-Tettey, Acting Associate Vice-President Academic and Planning  
Deborah Berman, UVSS representative  
Ashley Burridge de Moscoso, Acting Associate Registrar  
Steve Evans, VPAC's nominee  
Kayleigh Francis, GSS representative  
Matsuko Friedland, Student Senator  
Andrea Giles, Executive Director, Coop Education and Career Services  
Rob Hancock, Faculty of Social Sciences  
Tim Haskett, Faculty of Humanities  
Artem Kuklev, Student Senator  
Devi Mucina, Faculty of Human and Social Development  
Tania Muir, Division of Continuing Studies  
Julio Navarro, Faculty of Science  
Andrew Newcombe, Faculty of Law  
Sorin Rizeanu, Peter B. Gustavson School of Business  
Tim Pelton, Faculty of Education  
Yang Shi, Faculty of Engineering and Computer Science  
Danu Stinson, Faculty of Graduate Studies  
Wendy Taylor, Acting Registrar  
Diana Varela, Associate Dean, Academic Advising (Faculties of SCIE, SOSC and HUM)  
Alivia Wang, Convocation Senator  
Ada Saab (Secretary), Associate University Secretary



**Date:** April 13, 2023

**To:** Leslee Francis Pelton  
Acting Associate Dean, Undergraduate Programs  
Faculty of Education

Aliki Marinakis  
Language Program Manager  
Indigenous Education  
Faculty of Education

**From:** Ada Saab   
Associate University Secretary

**Re: Bachelor of Arts in Indigenous Language Proficiency  
Admissions Requirement**

---

At its meeting on April 12, 2023, the Senate Committee on Academic Standards considered a proposal from the Faculty of Education, Indigenous Education regarding proposed admission requirements for the Bachelor of Arts in Indigenous Language Proficiency.

This is to advise that the committee approved the following motion:

Motion:

That the Senate Committee on Academic Standards approve, and recommend to Senate that it also approve, the proposed requirements for admission and transfer to the Bachelor of Arts in Indigenous Proficiency effective September 1, 2023.

As discussed at the meeting, the committee had no concerns other than the following statement:

**Students who have completed the Diploma in Indigenous Language Revitalization and want to ladder into the BA in Indigenous Language Proficiency should apply using My UVic application.**

While this will be true in most cases where the student has completed the UVic certificate/diploma, if they are applying with credentials from another institution, students must apply through Education Planner BC. As a result, the Office of the Registrar has suggested the following wording:





**Students who have completed the Diploma in Indigenous Language Revitalization through UVic and want to ladder into the BA in Indigenous Language Proficiency should apply using My UVic application.**

**Applicants with credentials from elsewhere should follow the instructions at [uvic.ca/apply](http://uvic.ca/apply).**

Please note that this item will be forwarded by the committee to Senate for its approval. The adjustment noted above is required before the May Senate deadline on April 19, 2023, at noon. Please send to Ada Saab, Associate University Secretary ([aus@uvic.ca](mailto:aus@uvic.ca)).

The Senate next meeting scheduled for May 5, 2023.



**Indigenous Education**

PO Box 1700 STN CSC  
Victoria, BC V8W 2Y2  
Canada

Tel 250 721-7826  
Fax 250-853-3943

E-mail [ied@uvic.ca](mailto:ied@uvic.ca)  
[www.uvic.ca/ined](http://www.uvic.ca/ined)

## MEMORANDUM

**To:** Yasmine Kandil, Chair, Senate Committee on Academic Standards

**From:** Aliko Marinakis, Language Program Manager, Indigenous Education

**Date:** March 22, 2023

**Re:** Admissions process, BA, Indigenous Language Proficiency



Chris Paul

*“Honouring those  
Indigenous to  
Vancouver Island —  
Coast Salish,  
Kwakwaka’wakw  
and Nuu-chah-nulth  
— while recognizing  
the presence of the  
Métis and Inuit  
peoples.  
Artist: Chris Paul of  
the Tsartlip First  
Nation”*

---

Please accept this rationale and explanation of the proposed Admissions process for the BA ILP for 2023.

The Bachelor of Arts in Indigenous Language Proficiency follows the same ladder admission process as the other undergraduate degree program in the Department of Indigenous Education, the Bachelor of Education in Indigenous Language Revitaliation.

This process is not new. Students will be admitted into the BA ILP in year 3, just like they are admitted into their BEDILR in year 3. The new BA ILP provides another degree exit opportunity for Indigenous Language community cohorts, in addition to the BEDILR, but both programs share the first two years of programming.

The department offers a first year certificate that ladders into a second year diploma which are traditionally offered within Indigenous Language community settings, and not on campus. These lower level programs, or equivalent coursework at other institutions are the prerequisites to the 3 and 4 years of our programs. The Department of Indigenous Education does not usually offer on-campus programming for years 1 and 2. The prerequisite coursework is offered within the Certificate in Indigenous Language Proficiency, and the Diploma in Indigenous Language Revitalization in language specific, community-based cohorts in partnership with Indigenous communities.

The BA ILP will also be language specific in each cohort offering. We cannot allow students to be admitted into the program if we do not have their specific language offered at that time for them to be admitted into. Admission into the BA ILP, is therefore designed to be controlled and language specific, following the design of the ladder, language specific programming already existing within the department. Cohorts can also transfer into the degree from other institutions with parallel indigenous language programming in years 1 & 2, if the department is offering the program for their language at that time.

The BA ILP program proposal was sent to the Senate Committees, and we are now seeking approval from SCAS for the Admission requirements that will appear in the curriculum calendar, and that will be used to administer the program.





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[www.uvic.ca/ined](http://www.uvic.ca/ined)



Chris Paul

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and Nuu-chah-nulth  
— while recognizing  
the presence of the  
Métis and Inuit  
peoples.  
Artist: Chris Paul of  
the Tsartlip First  
Nation”*

**Admission requirements**

The Diploma in Indigenous Language Revitalization ladders into the Bachelor of Arts in Indigenous Language Proficiency. Normally, students will enter the program after completing the Diploma, provided they meet the following admission requirements:

1. Admissibility to the university;
2. At least 30 units of coursework that includes:
  - Indigenous language studies (22.5 units, including 15.0 units focused specifically on Indigenous language proficiency);
3. A sessional grade point average of at least 3.0 (C+) on the most recent session; if that session is less than 12 units, a grade point average of at least 3.0 on the most recent 12.0 units.
4. Students who have completed the Diploma in Indigenous Language Revitalization through UVic and want to ladder into the BA in Indigenous Language Proficiency should apply using My UVic application.
5. Applicants with credentials from elsewhere should follow the instructions at [uvic.ca/apply..](http://uvic.ca/apply..)

**Transfer Credit**

Up to 30 units of relevant coursework may be applied to the program. At least 15.0 units must be focused on proficiency in an Indigenous language.

Please contact Aliko Marinakis, Indigenous Language Program Manager, 250-721-7855 [iedlang@uvic.ca](mailto:iedlang@uvic.ca), or myself with any questions.

Sincerely,

Ted Riecken, Ed.D  
Acting Chair, Department of Indigenous Education  
Faculty of Education  
University of Victoria





**Date:** April 19, 2023

**To:** Members of the Senate

**From:** Senate Committee on Academic Standards

**Re:** **Revisions to the Academic Calendars Regarding Undergraduate Examinations and Graduate Evaluation of Student Course Work**

---

While reviewing the final examination period, timetable and practices at the University of Victoria, the committee identified the need to update the undergraduate and graduate calendars to include guidance for instructors and students regarding the practice of online examinations.

During the 2022 fall term, the Office of the University Secretary conducted a scan of several other institutions' existing calendar regulations regarding guidance for remote assessments, including online examinations. Utilizing this information, the Senate Committee on Academic Standards reviewed draft versions of the regulation. Consultation with the Office of the Registrar and the Division of Learning and Teaching Support and Innovation ensured the regulation adhered to current practice.

#### Recommendation

The proposed revisions to the academic calendars regarding undergraduate Examinations and graduate Evaluation of Student Course Work are suggested for inclusion in both the undergraduate and graduate academic calendars as part of the examination regulations as outlined in the attached document.

#### **Recommended Motion:**

That Senate approve the revisions to the Examinations regulation of the Undergraduate Academic Calendar effective September 1, 2023.

#### **Recommended Motion:**

That Senate approve the revisions to the Evaluation of Student Course Work regulation of the Graduate Academic Calendar effective September 1, 2023.

Respectfully submitted,

#### **2022/2023 Senate Committee on Academic Standards**

Yasmine Kandil (Chair), Faculty of Fine Arts

Elizabeth Adjin-Tettey, Acting Associate Vice-President Academic and Planning

Deborah Berman, UVSS representative

Ashley Burridge de Moscoso, Acting Associate Registrar

Steve Evans, VPAC's nominee

Kayleigh Francis, GSS representative

Matsuko Friedland, Student Senator

Andrea Giles, Executive Director, Coop Education and Career Services

Rob Hancock, Faculty of Social Sciences

Tim Haskett, Faculty of Humanities  
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Devi Mucina, Faculty of Human and Social Development  
Tania Muir, Division of Continuing Studies  
Julio Navarro, Faculty of Science  
Andrew Newcombe, Faculty of Law  
Sorin Rizeanu, Peter B. Gustavson School of Business  
Tim Pelton, Faculty of Education  
Yang Shi, Faculty of Engineering and Computer Science  
Danu Stinson, Faculty of Graduate Studies  
Wendy Taylor, Acting Registrar  
Diana Varela, Associate Dean, Academic Advising (Faculties of SCIE, SOSC and HUM)  
Alivia Wang, Convocation Senator  
Ada Saab (Secretary), Associate University Secretary

# Undergraduate Academic Calendar

## Examinations

Examinations in the Winter Session are held in December and April and full term ~~or end-of-term~~ Summer Session exams are held in August. Timetables are posted on the Exams [website](#) by the end of October for first-term exams (December), by the end of February for second-term exams (April) and by the end of June for August exams. Students should wait until the final examination timetable is posted before making travel or work plans. Students who require accommodation during an examination should contact the Centre for Accessible Learning (CAL) in advance.

## Regulations governing administration of University examinations

Each faculty assumes complete responsibility for the invigilation of its own examinations.

- The invigilator is responsible for ensuring that the academic integrity of the examination is maintained in the examination environment for the benefit of the institution and students. The maintenance of academic integrity will be accomplished through methods that may vary by faculty, instructor and discipline.
- If a student is required to take an examination online (whether on campus or remotely), instructors must specify the required software (must be UVic approved) and equipment (such as a computer and/or a video camera) at the beginning of the course and must include this information in the course outline or syllabus.
- Students are subject to supervision at all times while in the examination environment during the entire timeframe of the examination.
- The examination environment includes the room in which the examination is being written as well as the hallways and washrooms adjacent to the examination room.

### In-person Examinations

#### Identification, entering and exiting the examination

- Students must bring their UVic OneCard to their examination.
- Students may not enter the examination room until invited to do so by the invigilator in charge.
- Students may not enter the examination room after the expiration of the first half hour, nor leave during the first half hour of an examination.
- Students may not leave the examination room without first delivering their examination booklets to the invigilator.
- Students are expected to limit the number of washroom breaks they take during an exam due to the disruption breaks cause to other students writing the exam and due to the increased opportunity for a violation of the [Policy on Academic Integrity](#) that can occur during a break. Students should be aware that washroom breaks may be limited to one student at a time, students may be escorted to and from the washroom by an invigilator.
- The invigilator may require students to remain quietly in their seats for the last 15 minutes of the examination.

- Students leaving or entering examination rooms should do so quietly to avoid disturbing others and are asked not to gather in adjacent corridors in consideration of students who are still writing.
- Students must leave the examination environment upon completion of the examination.

### **Permitted/restricted materials**

- Students should not bring valuables (e.g. laptops, tablets) to the examination environment as the university is not responsible for theft of personal items. Cell phones must be turned off and left with students' personal belongings at the location instructed.
- Students may not have any materials nor equipment (e.g. calculator, translator) that are not provided by the invigilator or authorized, in advance, by the instructor in charge of the course or have any mobile electronic devices (e.g. cell phones, wearable technology) in their possession. All materials or equipment are subject to inspection.
- Students may bring food and drink to consume during the examination provided they are in a container that has had all labels removed prior to entering the examination environment.
- The invigilator may inspect containers.

### **Communication during the examination**

- Students may not communicate in any way with each other.
- Students who wish to speak to the invigilator should raise their hand.
- Students should report possible instances of cheating to the invigilator.
- Students should report distractions, such as repetitive or excessive noise, to the invigilator without delay.
- Students may request a washroom break or report illness.
- If there are other complaints with the examination, the student should communicate their concern to the academic unit within 24 hours of the conclusion of the examination.
- In cases of extreme misconduct, such as disruptive behaviour, the invigilator is empowered to expel students from the examination room. Under such circumstances, an investigation surrounding the misconduct will be initiated and a penalty imposed, where appropriate, that may include the student's requirement to withdraw from the university.

### **Online Examinations**

Online examinations may or may not be invigilated. There may be a fixed start time for all students (except those who have academic accommodations), or a flexible start time in which students may begin their exam anytime within a set period.

### **Before the Examination**

- If possible, students should install and test any required examination software before the day that they take their examination, so that any technical issues can be resolved.

- The examination software may require students to turn on their video camera, enable screen-sharing, and present identification (or enter their Netlink ID and passphrase).

### During the Examination

- For invigilated examinations, an invigilator may view a student's camera feed during the examination.
- The examination software may lock or restrict other software on a student's computer, such as web browsers.
- Students may not have any materials nor equipment (e.g. calculator, translator) that are not provided by the invigilator or authorized, in advance, by the instructor in charge of the course. Unauthorized cell phones, tablets, wearable technology, or other electronic devices must not be used. Students are responsible for clearing their desk space and the immediate area around them of any devices or materials (books, papers, etc.) that are not permitted during the examination.
- Students are responsible for notifying others not to disturb them during the examination.
- Snacks and drinks (with all labels and wrappers removed) are permitted.
- Brief washroom breaks are permitted.
- If a student has questions about an examination, then they should contact their instructor if the instructor has stated that they will take questions during the examination. Otherwise, the student should state their assumptions (if any) in their answer and contact their instructor after the exam.
- Students who experience technical issues should immediately alert the invigilator or, if there is no invigilator, their instructor (or a designated technical support person).

### **Illness or family affliction**

- Students who fall ill or experience an emergency during an examination should report at once to the invigilator and notify their instructor as soon as possible. If the student is writing online with no invigilator, then the student should stop their examination and report to their instructor as soon as possible.
- Students who cannot write their examination due to unexpected and unavoidable circumstances or conflicting responsibilities (as defined in the Academic Concessions regulation) fall ill or suffer an accident or family affliction before an examination should report the circumstances immediately to their instructor and request an academic concession via their instructor and request an academic concession via the Office of the Registrar ~~and submit a Request for Academic Concession form.~~
- A student who completes all course requirements, including writing the final examination, is not eligible for an academic concession. Exceptions may only be considered by the Dean (or designate) of the student's faculty if there is supporting documentation that the student was not medically or otherwise fit to make a decision on whether or not to write the examination. A request for academic concession must be submitted to the Office of the Registrar as soon as possible after the examination and before the results of the examination are known. If a student begins or writes an examination while ill and reports



this to the invigilator or academic unit during or immediately following the examination, the student may be eligible for consideration of a deferral in the course.

[...]

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## Graduate Academic Calendar

### Evaluation of student course work

#### Evaluation of student course work

[...]

#### Course outline requirement

Instructors are responsible for providing the academic unit's Chair and the students in the course with a written course outline at the beginning of the course. The outline must state the course content and/or objectives and the following information:

- a probable schedule with the due dates for important assignments and tests
- the techniques to be used to assess students' performance in the course
- how assignments, tests and other course work will be evaluated, and the weight assigned to each part of the course, and whether each component is considered required or not
- if tests will be conducted online (on campus or remotely): the required software and equipment (such as a computer and/or video camera)
- the relationship between the instructor's grading method (letter, numerical) and the official University grading system

Instructors who use electronic media to publish their course outline should ensure that students who do not have access to the electronic outline are provided with a printed version. They must file printed versions of their outlines with their academic unit.

Instructors should attach the university's [Policy on Academic Integrity](#) to the course outline. In addition, instructors who plan to use a plagiarism detection software program to detect plagiarism in essays, term papers and other assignments should include a statement to that effect in the course outline provided to students.

# Undergraduate Academic Calendar

## Examinations

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- Students leaving or entering examination rooms should do so quietly to avoid disturbing others and are asked not to gather in adjacent corridors in consideration of students who are still writing.
- Students must leave the examination environment upon completion of the examination.

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- Students may request a washroom break or report illness.
- If there are other complaints with the examination, the student should communicate their concern to the academic unit within 24 hours of the conclusion of the examination.
- In cases of extreme misconduct, such as disruptive behaviour, the invigilator is empowered to expel students from the examination room. Under such circumstances, an investigation surrounding the misconduct will be initiated and a penalty imposed, where appropriate, that may include the student's requirement to withdraw from the university.

### ***Online Examinations***

Online examinations may or may not be invigilated. There may be a fixed start time for all students (except those who have academic accommodations), or a flexible start time in which students may begin their exam anytime within a set period.

### **Before the Examination**

- If possible, students should install and test any required examination software before the day that they take their examination, so that any technical issues can be resolved.

- The examination software may require students to turn on their video camera, enable screen-sharing, and present identification (or enter their Netlink ID and passphrase).

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- Students are responsible for notifying others not to disturb them during the examination.
- Snacks and drinks (with all labels and wrappers removed) are permitted.
- Brief washroom breaks are permitted.
- If a student has questions about an examination, then they should contact their instructor if the instructor has stated that they will take questions during the examination. Otherwise, the student should state their assumptions (if any) in their answer and contact their instructor after the exam.
- Students who experience technical issues should immediately alert the invigilator or, if there is no invigilator, their instructor (or a designated technical support person).

### **Illness or family affliction**

- Students who fall ill or experience an emergency during an examination should report at once to the invigilator and notify their instructor as soon as possible. If the student is writing online with no invigilator, then the student should stop their examination and report to their instructor as soon as possible.
- Students who cannot write their examination due to unexpected and unavoidable circumstances or conflicting responsibilities (as defined in the [Academic Concessions regulation](#)) should report the circumstances immediately to their instructor and request an academic concession via the Office of the Registrar.
- A student who completes all course requirements, including writing the final examination, is not eligible for an academic concession. Exceptions may only be considered by the Dean (or designate) of the student's faculty if there is supporting documentation that the student was not medically or otherwise fit to make a decision on whether or not to write the examination. A request for academic concession must be submitted to the Office of the Registrar as soon as possible after the examination and before the results of the examination are known. If a student begins or writes an examination while ill and reports this to the invigilator or academic unit during or immediately following the examination, the student may be eligible for consideration of a deferral in the course.

[...]

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## **Graduate Academic Calendar**

### **Evaluation of student course work**

#### **Evaluation of student course work**

[...]

#### **Course outline requirement**

Instructors are responsible for providing the academic unit's Chair and the students in the course with a written course outline at the beginning of the course. The outline must state the course content and/or objectives and the following information:

- a probable schedule with the due dates for important assignments and tests
- the techniques to be used to assess students' performance in the course
- how assignments, tests and other course work will be evaluated, the weight assigned to each part of the course, and whether each component is considered required or not
- if tests will be conducted online (on campus or remotely): the required software and equipment (such as a computer and/or video camera)
- the relationship between the instructor's grading method (letter, numerical) and the official University grading system

Instructors who use electronic media to publish their course outline should ensure that students who do not have access to the electronic outline are provided with a printed version. They must file printed versions of their outlines with their academic unit.

Instructors should attach the university's [Policy on Academic Integrity](#) to the course outline. In addition, instructors who plan to use a plagiarism detection software program to detect plagiarism in essays, term papers and other assignments should include a statement to that effect in the course outline provided to students.



**Date:** April 21, 2023  
**To:** Senate  
**From:** Senate Committee on Agenda and Governance  
**Re:** **Proposal for *Ad hoc* Senate Committee on Academic Health Programming**

---

At its meeting on April 14, 2023, Senate reviewed and provided feedback on the proposal for an *Ad hoc* Senate Committee on Academic Health Programming. Based on feedback provided, a revised proposal was approved by the Senate Committee on Agenda and Governance at its meeting on April 21, 2023.

**Recommended motion:**

*That Senate approve the attached terms of reference for the Ad hoc Senate Committee on Academic Health and Programming.*

Respectfully submitted,

**2022/2023 Senate Committee on Agenda and Governance**

Kevin Hall (Chair), President and Vice-Chancellor

Robin Hicks (Vice-Chair), Dean, Faculty of Graduate Studies

Carrie Andersen, University Secretary

Chekwube Anyaegbunam, Student Senator

Elizabeth Croft, Vice-President Academic and Provost

Aaron Devor, Faculty of Social Sciences

Mauricio Garcia-Barrera, Faculty of Graduate Studies

Phalguni Mukhopadhyaya, Faculty of Engineering and Computer Science

Joseph Salem, Faculty of Fine Arts

Lara Wilson, Libraries

Ada Saab (Secretary), Associate University Secretary

Kathy MacDonald, (Recording Secretary), Senator Coordinator

/attachment





Office of the Vice-President Academic and Provost  
Michael Williams Building PO Box 1700 STN CSC Victoria BC V8W 2Y2 Canada  
250-721-7013 | provasst@uvic.ca | uvic.ca/vpacademic

# memo

**To:** Senate Committee on Agenda and Governance  
**From:** Elizabeth Croft, Vice-President Academic and Provost & Helga Hallgrímsdóttir, A/Deputy Provost  
**Date:** April 19, 2023 (updated from March 29 memo)  
**Re:** **Proposal to form a Senate committee to explore new structures for a UVic health faculty**

---

In the context of our institutional plans, we propose an exciting opportunity for UVic to enhance our health profile and help meet provincial health care demands. A new health-related Faculty would unite and house our interdisciplinary health programs—highlighting our strengths in health education, training and research and providing a higher external profile to attract students, faculty, research chairs and partners. The intention is to lift up all Faculties across the university while also serving vital community needs, including through Indigenous-led scholarship and addressing systemic barriers to healthcare.


## Strategic relevance

Raising the profile of health-related programs aligns strongly with the [university's draft strategic plan](#), in particular the “people, place and planet” pillar that emphasizes our responsibilities to support the well-being of the community and collaborations towards healthier and more resilient futures.

*We advance local and global issues like climate action and sustainability, social justice and equity, and health and wellness. Together, we're collaborating toward healthier and more resilient futures that uphold the well-being of our region and of all life on our planet. (Draft Strategic Plan, p.4)*

A new health-related Faculty would also advance and mobilize UVic's [Aspiration 2030](#) impact areas—particularly “health and wellness” but also “Indigenous-led scholarship,” “social justice and equity” and “technology and the human experience”—while supporting a diverse community of interdisciplinary health researchers to achieve excellence and address critical societal challenges.

*Many complex factors contribute to health and wellness across the lifespan. At the University of Victoria, we are at the forefront of innovative and community-responsive research on the social, cultural and biomedical determinants of health and wellness, in addition to disease prevention, diagnosis, treatment, care and cure. Our impact has broader reach as well, to local, national and*



*international policy; community programs for substance use and at-risk people; promotion of wellness and healthy aging through movement, music, language, theatre and visual arts; and even to enabling end-of-life care for marginalized populations. (Aspiration 2030, p. 10)*

It will be important to ensure any recommended structural change aligns with the Equity Action Plan and, once launched, the new Indigenous plan; for example, through increasing access and opportunities for systemically and historically marginalized groups.

## Background

In 2018, the Offices of the Vice-President Academic and Provost and the Vice-President Research and Innovation launched the [UVic Health Initiative](#) (formally known as the Health Sciences Initiative) to enhance the quality and raise the profile of health research, programs and related activities at UVic. The resulting concept paper, released in November 2019 following nine months of consultations with leaders and stakeholders, recommends ways to unite health learners, educators and researchers.

*Although many of our faculty and students do important work and publish extensively, we are not known nationally or internationally for having research strengths in particular areas and this hurts our external reputation. To overcome this challenge, we need to be intentional about developing and raising our profile in a few priority areas where we have the capacity and expertise to do so. One such area is health. (UVic Health Initiative Concept Paper, p. 1)*

While much of this work paused during the global pandemic, we have emerged in an even better position to address many of the recommendations from the concept paper that have yet to be advanced. One such recommendation is the creation of a new Faculty structure for interdisciplinary academic programs and research related to health.

*Structures are important because they are catalysts for organizing activities, and they signal to external stakeholders areas where we have capacity and strength. . . . Our structures help define our identity, because potential students, faculty recruits and external partners make assumptions about our health enterprise based on the structures we maintain. It is therefore important that we think carefully about our structures, so that we derive maximum benefit from them and use them to enhance our position. (UVic Health Initiative Concept Paper, p. 8)*

The concept paper also articulates how a new structure could support student recruitment efforts:

*Many potential students believe that UVic lacks health-related programs because our current programs are not located in units that are typically associated with 'health' programs. This means that we may be losing high-quality students to other institutions. It also means that many of our students require significant help identifying the health programs they are most interested in. (UVic Health Initiative Concept Paper, p. 10)*

## Opportunities

The BC Government is interested in expanding opportunities for health education to address urgent needs in BC communities across the province. They have indicated their willingness to fund new seats in medicine, nursing and ancillary health professions such as social work, health information, public health,



health administration and leadership, physical therapy, and speech-language pathology. Currently, we are exploring new physical therapy and speech-language pathology programs in collaboration with UBC.

UVic is well positioned to work with the province on additional targeted expansions, building on our teaching and research strengths in the social determinants of health, mental health and wellness, substance use, community wellness, Indigenous health and wellness, and aging and lifelong health. Indigenous-led scholarship is a noteworthy strength across the university, with Indigenous scholars promoting, facilitating and leading interdisciplinary academic programming and research that improves Indigenous peoples' well-being. We also have considerable expertise in training and preparing professional health practitioners, including through hands-on learning and practica placements.

UVic has capacity to reach and recruit new students, grow our inter-professional training opportunities, and increase our presence in health education across the increasingly competitive post-secondary environment. Further to this, a new medical school at Simon Fraser University creates additional urgency to raise our profile and solidify our presence in the post-secondary health space, contributing to communities through critical health education, training and research. UVic is not contemplating a medical school; instead, we seek to serve a different need for the province with respect to community and allied health, in an intentional and comprehensive way that builds on our strengths.

As noted in the UVic Health Initiative Concept Paper, UVic students enrol in a range of high-quality undergraduate and graduate health programs in the Faculties of Education, Human and Social Development, Science, Social Sciences, and Division of Medical Sciences. Our health-related programs are championed and supported by nationally and internationally renowned faculty members engaged in health-related research and teaching.

*UVic has approximately 200 faculty members currently engaged in health-related research and teaching, with existing strengths in aging, cancer, health informatics, healthy equity, mental health, neuroscience, social dimensions of health and substance use—as well as many other emerging areas of excellence. As the [initiative] has unfolded, we have considered how we can both bring together and invest in such expertise to achieve maximum impact and further advance our global prominence. (UVic Health Initiative Concept Paper, p. 1)*

A new health-focused Faculty would pave the way for all Faculties to develop health-related interdisciplinary programming in emerging fields (e.g., health law, linguistics, speech pathology, etc.), as well as new community, research and industry partnerships. Enhancing our national and international profile and rankings will benefit all of campus, as we attract and build relationships with new students, scholars and partners.

## Summary

Creating a new Faculty that unites our health programs and scholars would constitute one of the most significant structural changes to the university since the Faculty of Arts and Sciences evolved into the Faculties of Humanities, Science, and Social Sciences in the early 1990s. Support from Deans, Senators, and faculty members will be essential to the success of this proposed initiative.

As a net-new Faculty would require significant resources, we propose re-imagining an existing Faculty/Division that would enhance our health profile in that Faculty/Division and across the university.

The Faculty of Human and Social Development and the Division of Medical Sciences are viable options—given their strengths in health-related disciplines—and although we do not have a pre-determined outcome, there are exciting possibilities to think big. As health intersects every Faculty, consideration must be given to the collaborative opportunities and also the impact on all Faculties, including to avoid units competing for top-performing teachers and researchers, as well as to the university as a whole.

### Proposal to form an ad-hoc Senate committee

As per section 39 (1) of the [British Columbia University Act](#), the Faculties of each university may be constituted by the Board of Governors, on the recommendation of Senate. As such, and aligned with 39 (1), we are proposing an ad-hoc Senate committee to lead this initiative, including identifying and consulting with stakeholders, moving through the approval processes, and developing a communications strategy. The ultimate goal of the committee will be to make a recommendation to the Board of Governors on a new Faculty, following Senate’s review and approval.

From December to March 2023, we consulted with Executive Council, the Senate Committee on Agenda and Governance (SCAG) and Deans’ Council and sought advice on the proposed approach. Collective feedback has been incorporated into this memo and the attached Terms of Reference.

Chaired by the Deputy Provost, the proposed committee is mostly comprised of faculty members, including either a dean or a designate of the dean from the Faculties and Divisions that align most closely with health programming: Education, Graduate Studies, Human and Social Development, Medical Sciences, Science, and Social Sciences. We also propose faculty or librarians nominated by SCAG, faculty or librarian nominations from the VP Indigenous and VP Research and Innovation, and student representatives. A limited number of ex-officio leaders are included for their expertise in areas associated with academic programming and approvals, student recruitment and retention, resource allocation and budgeting, project management and communications.

While the proposed committee is large, we believe it will be necessary to break into working groups to advance this work in an inclusive and timely way. Possible working groups include:

- Indigenous health and Indigenous-led scholarship
- Transfer and articulation
- Student experience and outcomes

The committee will also need to coordinate with parallel processes that are outside of Senate’s jurisdiction and that are meaningful to the work. Some initiatives are already underway, including with respect to research opportunities that align with the UVic Health Initiative Concept Paper. Based on feedback from the April meeting of Senate, these parallel processes will include:

- Capital and operations – with Vice-President Finance and Operations
- Labour relations – with Faculty Relations and Academic Administration, Human Resources, the Faculty Association, CUPE unions and the PEA
- Partnership and innovation – with Vice-President Research and Innovation
- Community engagement – with Vice-President External Relations
- Government relations – with Vice-President Academic and Provost and Vice-President External Relations

Parallel processes will be formalized through the committee as project work progresses. We also propose allowing the chair to add additional committee members at the recommendation of the committee, following the initial meeting.

The committee will attend to potential engagement with Indigenous programming and partners, advance research strengths and our health research profile, consider implications to UVic Libraries, and centre student recruitment, retention and success in decision making.

### Next steps

We are seeking Senate's approval to create the ad-hoc Senate Committee on Academic Health Programming as proposed in the attached Terms of Reference. We will share the names of confirmed committee members at the May Senate meeting.

Following Senate's approval, the Chair of the committee will work collaboratively to identify and bring together committee members in a timely way, with project work, parallel processes and consultations over the summer and into the fall term. The committee will provide an update to Senate before the end of the 2023 calendar year.

Attached: Senate Committee on Academic Health Programming Terms of Reference

# Senate Committee on Academic Health Programming

Terms of Reference | April 2023

## Roles and responsibilities

The role of the ad-hoc Senate Committee on Academic Health Programming is to explore and determine the structure of a health-related Faculty at the University of Victoria, dedicated to health programming and building on existing structures (e.g., the Faculty of Human and Social Development or the Division of Medical Sciences) and consistent with UVic's vision for health programming, as articulated by the [UVic Health Initiative concept paper](#), [Aspiration 2030](#), and the [draft Strategic Plan](#). This may also include proposing new academic units to enhance the reputation and profile of academic health programming and research at UVic.

Responsibilities include:

1. Develop a project plan and consultation plan that includes internal and external stakeholders, and consulting with UVic students, staff, faculty, librarians, leaders and the Faculty Association (e.g., through surveys, townhalls, Faculty Council meetings, etc.).
2. Review existing structures at UVic and researching structures at comparator and aspirational post-secondary institutions.
3. Consider and make recommendations to the Vice-President Academic and Provost and Senate as follows:
  - a. The formation or reformation of a Faculty/Division organized around health programming;
  - b. The name of the Faculty/Division;
  - c. Academic Departments or Schools to be included in the Faculty;
  - d. Undergraduate and/or graduate programming to be offered through such a Faculty/Division;
  - e. Pathways and mechanisms for individual faculty members to affiliate with any new proposed academic structure, separate from the transfer of an entire academic unit to a new Faculty and aligned with the Collective Agreement;
  - f. Other considerations as directed by Senate.
4. Develop a communications plan and report to Deans' Council, Senate and members of the university community as appropriate and as necessary.
5. Attend to engagement with Indigenous programming and partners.
6. Attend to engagement with community partners and appropriate government partners including Ministries responsible for post-secondary education, health and provincial health authorities.
7. Consider alignment with, and implications to, UVic Libraries, Continuing Studies and non-academic units on campus while centering student recruitment, retention and success in decision making.

## Approval process

The committee will take recommendations to Senate for approval, with the support of the Deans' Council and the Vice-President Academic and Provost, as implications may require Executive-level approval. As per the British Columbia University Act, the Faculties of each university may be constituted by the Board of Governors, on the recommendation of Senate. Following final approvals by Senate and Board the committee will conclude its work and dissolve.

## Composition

The committee is comprised of 13 faculty/librarians, with two student representatives and one external community representative. Four ex-officio non-voting members are included for their operational expertise, advice and to support the work of the committee.

## Voting

- Deputy Provost (Chair, *ex-officio*)
- Deans or faculty member designate\* of the following Faculties/Division: Science, Social Sciences, Human and Social Development, Graduate Studies, Education, and Medical Sciences (*ex-officio*)
- 3 faculty members/librarians from Senate, nominated by the Senate Committee on Agenda and Governance
- 1 faculty member/librarian, nominated by the Vice-President Indigenous
- Associate Vice-President Academic Programs (*ex-officio*)
- Associate Vice-President Research (*ex-officio*)
- 2 students, including 1 undergraduate student and 1 graduate student, at least one of whom must be a student member of Senate
- 1 member from outside of the University of Victoria, nominated by the President

## Non-Voting Resources

- Associate Vice-President Academic Resource Planning (*ex-officio*)
- Director, Academic Communications and Projects (*ex-officio*)
- Registrar or designate\* (*ex-officio*)
- University Secretary or designate\* (*ex-officio*)
- Administrative staff member, selected by the Chair (support)

*\*Designates do not need to be members of Senate*

The Chair, with the Support person, is responsible for setting and distributing agendas and confidential minutes.

Committee members may be required to lead or participate in working groups to advance this work in an inclusive and timely way. Working groups need not be exclusively comprised of committee members. The chair may add additional committee members at the recommendation of the committee, following the initial meeting.

Senate standing and ad-hoc committee meetings are normally closed. A committee may determine that the whole or part of any committee discussion or document presented to the committee shall be held in confidence.



**Date:** April 21, 2023  
**To:** Senate  
**From:** Senate Committee on Agenda and Governance  
**Re:** **Revisions to the Terms of Reference for the Senate Committee on Planning**

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At its meeting on April 21, 2023, the Senate Committee on Agenda and Governance reviewed and approved the attached revisions to the terms of reference for the Senate Committee on Planning.

**Recommended Motion:**

That Senate approve the proposed revisions to the Terms of Reference for the Senate Committee on Planning.

Respectfully submitted,

**2022/2023 Senate Committee on Agenda and Governance**

Kevin Hall (Chair), President and Vice-Chancellor  
Robin Hicks (Vice-Chair), Dean, Faculty of Graduate Studies  
Carrie Andersen, University Secretary  
Chekwube Anyaegbunam, Student Senator  
Elizabeth Croft, Vice-President Academic and Provost  
Aaron Devor, Faculty of Social Sciences  
Mauricio Garcia-Barrera, Faculty of Graduate Studies  
Phalguni Mukhopadhyaya, Faculty of Engineering and Computer Science

Joseph Salem, Faculty of Fine Arts  
Lara Wilson, Libraries  
Ada Saab (Secretary), Associate University Secretary  
Kathy MacDonald, (Recording Secretary), Senator Coordinator



## Tracked Changes Version



University  
of Victoria

## Senate Committee on Planning Terms of Reference

The Senate Committee on Planning shall:

1. Study, and submit recommendations to Senate concerning, proposals for the creation or discontinuation of programs, faculties, schools, departments, centres and institutes and major modifications of existing programs;
- ~~1-2.~~ Approve, on behalf of Senate and the Board of Governors, the creation of micro-certificate programs and report annually on programs created;
- ~~2-3.~~ Assist and advise Senate, after due consultation with the faculties, in the formulation of appropriate academic policy; and
- ~~3-4.~~ Advise Senate and the President on academic issues as required.

The types of proposals to be considered by the Senate Committee on Planning are described in sections 12.00, 45.00, and 47.00 of the Procedures on Curriculum Submissions accompanying Senate Policy AC1120.

The definition of a micro-certificate is described in Senate Policy AC1135, Establishment of Micro-Certificate, Certificate and Diploma Programs.

Senate standing and *ad hoc* committee meetings are normally closed. A committee may determine that the whole or part of any committee discussion or document presented to the committee shall be held in confidence.

### Interaction between the Deans and committee

The agenda and minutes of all meetings will be sent to all the Deans.

The Dean of any Faculty or Division (or designate) involved in a matter being discussed by the Senate Committee on Planning should attend the presentation.

### Committee composition

- 10 faculty members representing the faculties (at least 2 of whom shall be members of Senate) (voting)
- 2 members representing the divisions (Continuing Studies and Medical Sciences) (voting)
- 2 students - including at least 1 student member of Senate; 1 undergraduate student representative, 1 graduate student representative; the student who is not a member of Senate is to be nominated by the UVSS or the GSS as appropriate (voting)
- 1 Dean, other than the Dean of the Faculty of Graduate Studies, nominated by the Deans (voting)\*
- Dean, Faculty of Graduate Studies (*ex officio*, voting)
- President or nominee (*ex officio*, voting)

## Tracked Changes Version

- Vice-President Academic and Provost or designate (*ex officio*, voting)
- Associate Vice-President Academic Planning (Chair) (*ex officio*, voting)
- Vice-President Research or designate (*ex officio*, voting)
- Registrar (*ex officio*, non-voting)
- Director or designate, Co-operative Education and Career Services (*ex officio*, non-voting)
- University Secretary or designate (*ex officio*, non-voting) Total

membership – 23 (20 voting members)

The secretary of the committee is a representative from the Office of the Vice- President Academic and Provost.

*\*the Dean will be nominated by and from the Deans for a three-year term, the nomination being sent to the Senate Committee on Agenda and Governance for approval by Senate. It is understood that a Dean may be re-appointed for a second and final term, if the Deans so desire.*

### Approved and Revised by Senate:

September 14, 1983  
September 16, 1987  
November 16, 1992  
November 3, 1994  
March 1, 2000  
February 4, 2005  
February 6, 2006  
October 5, 2007  
May 4, 2012  
October 5, 2012  
October 4, 2013  
December 6, 2013  
April 4, 2014  
December 1, 2017  
March 5, 2021



## Clean Version



**University  
of Victoria**

## Senate Committee on Planning Terms of Reference

The Senate Committee on Planning shall:

1. Study, and submit recommendations to Senate concerning, proposals for the creation or discontinuation of programs, faculties, schools, departments, centres and institutes and major modifications of existing programs;
2. Approve, on behalf of Senate and the Board of Governors, the creation of micro-certificate programs and report annually on programs created;
3. Assist and advise Senate, after due consultation with the faculties, in the formulation of appropriate academic policy; and
4. Advise Senate and the President on academic issues as required.

The types of proposals to be considered by the Senate Committee on Planning are described in sections 12.00, 45.00, and 47.00 of the Procedures on Curriculum Submissions accompanying Senate Policy AC1120.

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### Interaction between the Deans and committee

The agenda and minutes of all meetings will be sent to all the Deans.

The Dean of any Faculty or Division (or designate) involved in a matter being discussed by the Senate Committee on Planning should attend the presentation.

### Committee composition

- 10 faculty members representing the faculties (at least 2 of whom shall be members of Senate) (voting)
- 2 members representing the divisions (Continuing Studies and Medical Sciences) (voting)
- 2 students - including at least 1 student member of Senate; 1 undergraduate student representative, 1 graduate student representative; the student who is not a member of Senate is to be nominated by the UVSS or the GSS as appropriate (voting)
- 1 Dean, other than the Dean of the Faculty of Graduate Studies, nominated by the Deans (voting)\*

## Clean Version

- Dean, Faculty of Graduate Studies (*ex officio*, voting)
- President or nominee (*ex officio*, voting)
- Vice-President Academic and Provost or designate (*ex officio*, voting)
- Associate Vice-President Academic Programs (Chair) (*ex officio*, voting)
- Vice-President Research or designate (*ex officio*, voting)
- Registrar (*ex officio*, non-voting)
- Director or designate, Co-operative Education and Career Services (*ex officio*, non-voting)
- University Secretary or designate (*ex officio*, non-voting) Total

membership – 23 (20 voting members)

The secretary of the committee is a representative from the Office of the Vice- President Academic and Provost.

*\*the Dean will be nominated by and from the Deans for a three-year term, the nomination being sent to the Senate Committee on Agenda and Governance for approval by Senate. It is understood that a Dean may be re-appointed for a second and final term, if the Deans so desire.*

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October 5, 2012  
October 4, 2013  
December 6, 2013  
April 4, 2014  
December 1, 2017  
March 5, 2021



**Date:** April 21, 2023  
**To:** Senate  
**From:** Senate Committee on Agenda and Governance  
**Re:** **Nominations to the *Ad hoc* Senate Committee on Academic Health Programming and Appointments to the 2023/2024 Senate Standing Committees**

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The Senate Committee on Agenda and Governance met on April 21, 2023 to consider nominations to the *Ad hoc* Senate Committee on Academic Health Programming.

**Recommended Motion:**

*That Senate approve Sandra Hundza (Faculty of Education), Lynne Marks (Faculty of Humanities), and Simon Minshall (Faculty of Human and Social Development) to serve on the Ad hoc Senate Committee on Academic Health Programming.*

The Senate Committee on Agenda and Governance nominations sub-committee met on April 26, 2023 to consider appointments to the 2023/2024 Senate standing committees.

The Senate Committee on Agenda and Governance recommends to Senate the approval of appointments indicated in bold text in the attached document. Most new members are appointed for 3-year terms from July 1, 2023 to June 30, 2026. Committee chairs and student members appointed for one-year terms from July 1, 2023 to June 30, 2024.

**Recommended Motion:**

*That Senate approve the appointments to the 2023/2024 Senate standing committees for the terms indicated in the attached document.*

Respectfully submitted,

**2022/2023 Senate Committee on Agenda and Governance**

Kevin Hall (Chair), President and Vice-Chancellor\*

Robin Hicks (Vice-Chair), Dean, Faculty of Graduate Studies\*

Carrie Andersen, University Secretary

Chekwube Anyaegbunam, Student Senator\*

Elizabeth Croft, Vice-President Academic and Provost

Aaron Devor, Faculty of Social Sciences

Mauricio Garcia-Barrera, Faculty of Graduate Studies\*

Phalguni Mukhopadhyaya, Faculty of Engineering and Computer Science

Joseph Salem, Faculty of Fine Arts

Lara Wilson, Libraries

Ada Saab (Secretary), Associate University Secretary\*

Kathy MacDonald, (Recording Secretary), Senator Coordinator

\*members of the Nominations Sub-committee

2023- 2024 Senate Committees

Senate Committee on Academic Standards

Name	Faculty or Department	Term
<b>Yasmine Kandil (NS) (Chair)</b>	<b>Fine Arts</b>	<b>2025 (2019)</b>
Julio Navarro (NS)	Science	2024 (2021)
Danu Stinson (S)	Graduate Studies	2025 (2022)
Andrew Newcombe (S)	Law	2024 (2021)
Tim Haskett (NS)	Humanities	2025 (2022)
Robert Hancock (S)	Social Sciences	2024 (2021)
<b>Sorin Rizeau (NS)</b>	<b>Peter B. Gustavson School of Business</b>	<b>2026 (2020)</b>
Tania Muir (NS)	Continuing Studies	2025 (2019)
Tim Pelton (NS)	Education	2025 (2022)
<b>Yang Shi (NS)</b>	<b>Engineering and Computer Science</b>	<b>2026 (2020)</b>
<b>Hokulani Aikau (S)</b>	<b>Human &amp; Social Development</b>	<b>2026 (2023)</b>
TBD	Medical Sciences	2026 (2023)
<b>Chekwube Anyaegbunam (S)</b>	<b>Student Senator</b>	<b>2024 (2023)</b>
<b>Nathaniel Sukhdeo (S)</b>	<b>Student Senator</b>	<b>2024 (2023)</b>
TBD	Student Representative (UVSS)	2024 (2023)
TBD	Student Representative (GSS)	2024 (2023)
Alivia Wang (S)	Convocation Senator	2024 (2021)
TBD	Vice-President Academic and Provost or designate	(ex officio)
TBD	President or nominee	(ex officio)
Andrea Giles (NS)	Executive Director, Cooperative Education and Career Services	(ex officio)
Elizabeth Adjin-Tettey (NS)	A/Associate Vice-President Academic Programs	(ex-officio)
Wendy Taylor (NS)	Acting Registrar	(ex officio)
Ashley Burrige de Moscoso (NS)	Acting Associate Registrar	(ex officio)
Diana Varela (NS)	Associate Dean Academic Advising (Faculties of Science, Social Sciences and Humanities)	(ex officio)
Ada Saab (Secretary)	Associate University Secretary	

(S) – Senator  
(NS) – non Senator

Senate Committee on Admission, Re-registration And Transfer Appeals

Name	Faculty or Department	Term
<b>Stuart MacDonald (NS) (Chair)</b>	<b>Social Sciences</b>	<b>2025 (2019)</b>
<b>Erin Kelly (NS) (Vice-Chair)</b>	<b>Humanities</b>	<b>2026 (2020)</b>
Rana El-Sabaawi (NS)	Science	2025 (2022)
Shemine Gulamhusein (NS)	Human & Social Development	2025 (2022)
<b>Lina Zhou (S)</b>	<b>Engineering &amp; Computer Science</b>	<b>2026 (2023)</b>
<b>Carmen Galang (NS)</b>	<b>Business</b>	<b>2026 (2020)</b>
TBD	Fine Arts	2026 (2023)
TBD	Education	2026 (2023)
<b>Daniela Sirois Ennis (S)</b>	<b>Student Senator</b>	<b>2024 (2023)</b>
<b>Chloe Portal (S)</b>	<b>Student Senator</b>	<b>2024 (2023)</b>
TBD	Student Representative (UVSS)	2024 (2023)
TBD	President or nominee	(ex officio)
Diana Varela (NS)	Associate Dean Academic Advising (Faculties of Science, Social Sciences and Humanities)	(ex officio)
Trisha Best (NS)	Director or equivalent of International Centre for Students	(ex officio)
TBD	Director or equivalent of an Advising Centre	(ex officio)
Ai-Lan Chia (NS)	Representative from Counselling Services	(ex officio)
Wendy Taylor (NS)	Acting Registrar	(ex officio)
LillAnne Jackson (NS)	Representative to the BC Council on Admission and Transfer, Transfer and Articulation Committee	(ex officio)
Ashley Burrige de Moscoso (Secretary)	Acting Associate Registrar	
Tatiana Percival (Recording Secretary)	Undergraduate Admissions and Records	

(S) – Senator  
(NS) – non Senator

Senate Committee on Agenda and Governance

Name	Faculty or Department	Term
Kevin Hall (S) (Chair)	Chair of Senate	(ex officio)
Lara Wilson (S)	Librarian	2024 (2021)
<b>Martha McGinnis (S)</b>	<b>Humanities</b>	<b>2026 (2023)</b>
Phalguni Mukhopadhyaya (S)	Engineering & Computer Science	2025 (2022)
Joseph Salem (S)	Fine Arts	2025 (2022)
TBD (S)	TBD	2026 (2023)
<b>Benjamin Fyfe (S)</b>	<b>Student Senator</b>	<b>2024 (2023)</b>
<b>Alivia Wang (S)</b>	<b>Convocation Senator</b>	<b>2024 (2023)</b>
Robin Hicks (S)	Vice-Chair of Senate	(ex officio)
Elizabeth Croft (S)	Vice-President Academic and Provost	(ex officio)
Carrie Andersen (S)	University Secretary	(ex officio)
Ada Saab (Secretary)	Associate University Secretary	
Kathy MacDonald (Recording Secretary)	Senate Coordinator	

(S) – Senator  
(NS) – non Senator

Senate Committee on Appeals

Name	Faculty or Department	Term
<b>Kathy Chan (co-chair)</b> <b>Janna Promislow (co-chair)</b>	<b>Law</b>	<b>2026 (2020)</b>
<b>Mauricio Garcia-Barrera (NS) (Vice-Chair)</b>	<b>Graduate Studies</b>	<b>2024 (2021)</b>
Kenneth Stewart (NS)	Social Sciences	2025 (2022)
TBD	TBD	2026 (2023)
Dale Ganley (NS)	Peter B. Gustavson School of Business	2025 (2019)
<b>Monica Prendergast (S)</b>	<b>Education</b>	<b>2026 (2023)</b>
<b>Mark Laidlaw (S)</b>	<b>Science</b>	<b>2026 (2020)</b>
Lynne Marks (S)	Humanities	2024 (2021)
Donna Jeffery (S)	Human & Social Development	2025 (2022)
Joseph Salem (S)	Fine Arts	2024 (2021)
<b>Justin Salinas (S)</b>	<b>Student Senator</b>	<b>2024 (2023)</b>
<b>Emily Wang (S)</b>	<b>Student Senator</b>	<b>2024 (2023)</b>
<b>Moronke Harris (S)</b>	<b>Student Senator</b>	<b>2024 (2023)</b>
TBD	Student Representative (GSS)	2024 (2023)
Ada Saab (Secretary)	Associate University Secretary	

(S) – Senator  
(NS) – non Senator

Senate Committee on Awards

Name	Faculty or Department	Term
<b>Maureen Ryan (NS) (Chair)</b>	<b>Human &amp; Social Development</b>	<b>2024 (2021)</b>
Rishi Gupta (S)	Engineering and Computer Science	2025 (2022)
Sudhir Nair (S)	Peter Gustavson School of Business	2025 (2022)
<b>CindyAnn Rose-Redwood (S)</b>	<b>Social Sciences</b>	<b>2026 (2023)</b>
Leslee Francis Pelton (NS)	Graduate Studies	2024 (2021)
Alyssa Manankil (NS)	Alumni Association	2024 (2021)
<b>Justin Salinas (S)</b>	<b>Student Senator</b>	<b>2024 (2023)</b>
TBD	Student Representative (GSS)	2024 (2023)
John Dower (NS)	Chair, Faculty of Graduate Studies Awards Committee	(ex officio)
Donja Roberts (NS)	Scholarships Officer, Faculty of Graduate Studies	(ex officio)
Wendy Taylor (NS)	Acting Registrar	(ex officio)
TBD	President or nominee	(ex officio)
Lori Hunter (NS)	Director, Student Awards and Financial Aid	(ex officio)
Alexis Ramsdale (Secretary)	Student Awards & Financial Aid	

(S) – Senator  
(NS) – non Senator



Senate Committee on Continuing Studies

Name	Faculty or Department	Term
Jo-Anne Clarke (S) (Chair)	Dean, Continuing Studies	(ex officio)
Doug Magnuson (NS)	Human & Social Development	2025 (2022)
Li-Shih Huang (S)	Humanities	2024 (2021)
Mark Gillen (NS)	Law	2024 (2018)
Helen Kurki (S)	Social Sciences	2025 (2022)
<b>Travis Martin (S)</b>	<b>Science</b>	<b>2026 (2023)</b>
<b>Monica Prendergast (S)</b>	<b>Education</b>	<b>2026 (2023)</b>
TBD	Peter B. Gustavson School of Business	2026 (2023)
TBD	Engineering and Computer Science	2026 (2023)
TBD	Fine Arts	2026 (2023)
<b>Sophie Pavlik (S)</b>	<b>Student Senator</b>	<b>2024 (2023)</b>
TBD	Student Representative (UVSS or GSS)	2024 (2023)
TBD (NS)	Student Representative from diploma or certificate program in Continuing Studies	2024 (2023)
Natasha Thambirajah (NS)	Alumni Association	2025 (2022)
<b>Anaïs Holdaway (S)</b>	Convocation Senator	<b>2024 (2023)</b>
TBD	President or nominee	(ex officio)
Elizabeth Adjin-Tetty (NS)	Chair, Senate Committee on Planning	(ex-officio)
Kirsten Kopp (Secretary)	Continuing Studies	

(S) – Senator  
(NS) – non Senator

Senate Committee on Curriculum

Name	Faculty or Department	Term
Adam Con (NS) (Chair)	Fine Arts	2024 (2021)
TBD (Vice-Chair)	TBD	2024 (2023)
Chris Graham (NS)	Peter B. Gustavson School of Business	(ex officio)
Paul Whitinui (NS)	Education	(ex officio)
LillAnne Jackson (NS)	Engineering and Computer Science	(ex officio)
Eva Baboula (NS)	Fine Arts	(ex officio)
Steve Evans (NS)	Graduate Studies	(ex officio)
Maureen Ryan (NS)	Human & Social Development	(ex officio)
Lisa Surridge (NS)	Humanities	(ex officio)
Geoffrey Loomer (NS)	Law	(ex officio)
Reuben Rose-Redwood (NS)	Social Sciences	(ex officio)
Adam Monahan (NS)	Science	(ex officio)
Michele Martin (NS)	Medical Sciences	(ex-officio)
TBD	President or nominee	(ex officio)
TBD	Vice-President Academic and Provost or designate	(ex officio)
<b>Yasmine Kandil (S)</b>	<b>Chair, Senate Committee on Academic Standards</b>	<b>(ex officio)</b>
<b>Nathaniel Sukhdeo (S)</b>	<b>Student Senator from the Senate Committee on Academic Standards</b>	<b>(ex officio)</b>
Sara Henderson (NS)	Acting Calendar Coordinator	(ex officio)
TBD	Executive Director or designate, Cooperative Education and Career Services	(ex officio)
Wendy Taylor (NS)	Acting Registrar	(ex officio)
Ashley Burrige de Moscoso (NS)	Acting Associate Registrar	(ex officio)
Ada Saab (NS)	Associate University Secretary	(ex officio)
Asia Longphee (Secretary)	A/Director, Curriculum and Calendar	

(S) – Senator  
(NS) – non Senator

Senate Committee on Honorary Degrees and Other Forms of Recognition

Name	Faculty or Department	Term
Marion Buller (S) (Chair)	Chancellor	(ex officio)
<b>Sara Humphreys (S)</b>	<b>Humanities</b>	<b>2026 (2020)</b>
Kieka Mynhardt (NS)	Science	2024 (2021)
Denise Cloutier (NS)	Social Sciences	2024 (2018)
Jonathan Bengtson (S)	University Librarian	2025 (2022)
Elena Pnevmonidou (NS)	Humanities	2025 (2019)
TBD	TBD	2026 (2023)
<b>Sophia Pavlik (S)</b>	<b>Student Senator</b>	<b>2024 (2023)</b>
TBD (NS)	Alumni Association	2026 (2023)
Kevin Hall (S)	Chair of Senate	(ex officio)
Ian Case (NS)	Director, University Ceremonies and Events	(ex officio)
Ada Saab (Secretary)	Associate University Secretary	

(S) – Senator  
(NS) – non Senator

Senate Committee on Learning and Teaching

Name	Faculty or Department	Term
<b>Alexandra D'Arcy (NS) (Chair)</b>	<b>Humanities</b>	<b>2024 (2021)</b>
Michael McGuire (NS)	Engineering and Computer Science	2024 (2018)
<b>Erin Campbell (S)</b>	<b>Fine Arts</b>	<b>2026 (2020)</b>
Cedric Littlewood (NS)	Graduate Studies	2025 (2022)
Brock Smith (S)	Peter B. Gustavson School of Business	2025 (2022)
Miranda Angus (NS)	Continuing Studies	2025 (2022)
TBD	Education	2026 (2023)
Sean Hier (S)	Social Sciences	2024 (2021)
<b>Anastasia Mallidou (S)</b>	<b>Human &amp; Social Development</b>	<b>2026 (2023)</b>
Deborah Curran (S)	Law	2025 (2022)
TBD	Medical Sciences	2026 (2023)
<b>Travis Martin (S)</b>	<b>Science</b>	<b>2026 (2023)</b>
<b>Hannah Brown (S)</b>	<b>Student Senator</b>	<b>2024 (2023)</b>
<b>Emily Wang (S)</b>	<b>Student Senator</b>	<b>2024 (2023)</b>
TBD	Student Representative (UVSS)	2024 (2023)
TBD	Student Representative (UVSS)	2024 (2023)
TBD	Student Representative (GSS)	2024 (2023)
Jennifer Whatley (NS)	Alumni Association	2024 (2021)
Matt Huculak (NS)	Library, (FALC)	2025 (2022)
Rebecca Warburton (S)	Convocation Senator	2024 (2021)
TBD	University Librarian or designate	(ex officio)
Wency Lum (NS)	Associate Vice-President Systems & Chief Information Officer	(ex officio)
Andrea Giles (NS)	Executive Director, Cooperative Education and Career Services	(ex officio)
Shailoo Bedi (NS)	Executive Director, Learning and Teaching Support and Innovation	(ex officio)
TBD	Technology Integrated Learning Centre	(ex officio)
TBD	President or nominee	(ex officio)
Elizabeth Adjin-Tettey (NS)	A/Associate Vice-President Academic Programs	(ex officio)
Ada Saab (Secretary)	Associate University Secretary	

(S) – Senator

(NS) – non Senator

Senate Committee on Libraries

Name	Faculty or Department	Term
<b>Adrienne Boyarin (NS) (Chair)</b>	<b>Humanities</b>	<b>2026 (2020)</b>
Deborah Curran (S)	Law	2025 (2022)
Martha McGinnis (S)	Graduate Studies	2024 (2021)
Brian Thom (NS)	Social Sciences	2025 (2022)
TBD	Education	2026 (2023)
Fraser Hof (NS)	Science	2025 (2022)
TBD	<b>Engineering and Computer Science</b>	<b>2026 (2023)</b>
TBD	Fine Arts	2026 (2023)
TBD	Peter B. Gustavson School of Business	2026 (2023)
Simon Minshall (S)	Human & Social Development	2025 (2022)
TBD	Medical Sciences	2026 (2023)
<b>Kelvin Lee (S)</b>	<b>Student Senator</b>	<b>2024 (2023)</b>
TBD	<b>Student Representative (GSS)</b>	<b>2024 (2023)</b>
Victor V. Ramraj (NS)	Representative of Council of Centre Directors	2024 (2021)
TBD	Continuing Studies	2026 (2023)
TBD	Librarian selected by Faculty Association Librarians' Committee (FALC)	2026 (2023)
Ry Moran (NS)	Associate University Librarian	(ex-officio)
Lisa Goddard (NS)	Associate University Librarian	(ex-officio)
Lisa Petrachenko (NS)	Associate University Librarian	(ex officio)
<b>Matthew Koch (S)</b>	<b>President or nominee</b>	<b>(ex officio)</b>
Wency Lum (NS)	Chief Information Officer	(ex officio)
Jonathan Bengtson (S)	University Librarian	(ex officio)
Kaelen Smith (Secretary)	University Librarian's Office	

(S) – Senator  
(NS) – non Senator

Senate Committee on Planning

Name	Faculty or Department	Term
Elizabeth Adjin-Tettey (NS) (Chair)	A/Associate Vice-President Academic Planning	(ex officio)
Jie Zhang (NS)	Peter B. Gustavson School of Business	2024 (2021)
Sandra Hundza (S)	Education	2025 (2022)
Cindy Holder (NS)	Humanities	2025 (2019)
Adam Con (NS)	Fine Arts	2025 (2019)
Maureen Ryan (NS)	Human & Social Development	2025 (2022)
Annalee Lepp (S)	Dean	2025 (2022)
<b>Henning Struchtrup (S)</b>	<b>Engineering and Computer Science</b>	<b>2026 (2023)</b>
Michelle Lawrence (NS)	Law	2024 (2021)
Alex Brolo (S)	Science	2024 (2021)
Eva Baboula (NS)	Graduate Studies	2024 (2021)
TBD	Medical Sciences	2026 (2023)
TBD	Continuing Studies	2026 (2023)
Nilanjana Roy (NS)	Social Sciences	2024 (2021)
TBD (S)	Student Senator	2024 (2023)
TBD	Student Representative (UVSS or GSS)	2024 (2022)
TBD	President or nominee	(ex officio)
Wendy Taylor (NS)	Acting Registrar	(ex officio)
Andrea Giles (NS)	Executive Director, Cooperative Education and Career Services	(ex officio)
TBD	Vice-President Academic and Provost or designate	(ex officio)
TBD	Vice-President Research and Innovation or designate	(ex officio)
Robin Hicks (S)	Dean, Faculty of Graduate Studies	(ex officio)
Ada Saab (NS)	Associate University Secretary	(ex officio)
Sandra Duggan (Secretary)	Office of the Vice-President Academic and Provost	

(S) – Senator  
(NS) – non Senator

Senate Committee on University Budget

Name	Faculty or Department	Term
<b>Graham Voss (S) (Chair)</b>	<b>Social Sciences</b>	<b>2025 (2019)</b>
Jen Baggs (NS)	Peter B. Gustavson School of Business	2024 (2018)
Jill Walshaw (S)	Humanities	2025 (2022)
Phalguni Mukhopadhyaya (S)	Engineering and Computer Science	2025 (2022)
TBD	TBD	2026 (2023)
Catherine Harding (S)	Fine Arts	2025 (2022)
James Nahachewsky (NS)	Education	2024 (2021)
<b>Nathaniel Hope Tucker (S)</b>	<b>Student Senator</b>	<b>2024 (2023)</b>
Kelly Diether (S)	Convocation Senator	2024 (2021)
Kevin Hall (S)	Chair of Senate	(ex officio)
Ada Saab (Secretary)	Associate University Secretary	

(S) – Senator  
(NS) – non Senator



**Date:** April 19, 2023  
**To:** Members of Senate  
**From:** Senate Committee on Appeals  
**Re:** **2022/2023 Annual Report**

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The Terms of Reference for the Senate Committee on Appeals require that the Chair provide an annual report to Senate at its May meeting. This report covers the 2022/2023 academic year.

### **Appeals Received**

The Senate Committee on Appeals (the "Committee") received five appeals in 2022/2023.

#### Non-Academic Misconduct Appeals:

The Committee did not receive any non-academic misconduct appeals in 2022/2023.

#### Academic Appeals

The Committee received five academic appeals in 2022/2023. Three of these appeals have been resolved (reached a mediated solution), and two are ongoing. Below is a brief description of each of these appeals:

1. The first appeal involves a fourth violation of the Policy on Academic Integrity regarding sharing information during a homework assignment. This appeal is ongoing.
2. The second appeal involved a reduction of graduate funding. The parties reached an agreement during the initial exchange of materials.
3. The third appeal involved a grade review. The Hearing Panel conducted the appeal on the basis of written materials, and the case was dismissed.
4. The fourth appeal involved the transfer of academic course credit. The Hearing Panel conducted the appeal on the basis of written materials, and the case was dismissed.
5. The fifth appeal involves an exam deferral regarding an Academic Concession Request. This appeal is ongoing.

### **Recommendations**

The committee wishes to make recommendations to Senate arising from two of the appeals submitted during 2022/23.

#### Clarity Regarding Graduate Students and the Senate Committee on Awards

The Committee recommends increased transparency to graduate students on how and when they may appeal decisions pertaining to scholarships, bursaries and awards.



Practice of publishing calendar regulations outside of the academic calendars

The Committee recommends that the practice of publishing academic policies and regulations on Faculty and Department websites be discontinued, and that academic policies and regulations be published exclusively in the undergraduate or graduate academic calendars that are available online, and on the University Secretary website. Archived and current academic calendars are the authoritative source of information on past and present academic policies and regulations. Faculty website publications are not always consistent with the official academic calendar, causing confusion and problems for students navigating university rules and regulations.

**Appeal Tracking**

Below is a chart showing the number of appeals filed in the recent 10 years. In contrast to the increase from 2018/19 to 2021/22, appeal cases to the Senate have decreased considerably.

Year	Number of appeals
<b>2022/2023</b>	<b>4</b>
2021/2022	13
2020/2021	15
2019/2020	11
2018/2019	10
2017/2018	2
2016/2017	4
2015/2016	1
2014/2015	1
2013/2014	0

**Conclusion**

Thank-you to all members of the Senate Committee on Appeals. The work of this Committee is very important to the just operation of the university and your contributions are greatly appreciated.

Respectively submitted,

**2022/2023 Senate Committee on Appeals**

Kathryn Chan, Faculty of Law, (Chair effective January 1, 2023)  
Janna Promislow, Faculty of Law (Chair until December 31, 2022)  
Mauricio Garcia-Barrera (Vice-Chair), Faculty of Graduate Studies  
Dale Ganley, Peter B. Gustavson School of Business  
Ashmita Grewal, Student Senator  
Daniel Gudino Perez, GSS Student Representative  
Tom Kerr, Student Senator  
Donna Jeffery, Faculty of Human and Social Development  
Mark Laidlaw, Faculty of Science  
Lynne Marks, Faculty of Humanities  
Joban Raiwal, Student Senator  
Jillian Roberts, Faculty of Education  
Joseph Salem, Faculty of Fine Arts  
Kenneth Stewart, Faculty of Social Sciences  
Ada Saab (Secretary), Associate University Secretary



**Date:** April 19, 2023  
**To:** Senate  
**From:** Senate Committee on Awards  
**Re:** **Revisions to the undergraduate and graduate academic calendar definitions of student awards and financial aid**

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At their meeting on April 13, 2023, the Senate Committee on Awards approved the attached proposed revisions to the undergraduate and graduate academic calendars. This includes significant revisions to the Fees, Policies and Regulations section of the undergraduate and graduate academic calendars.

### **Undergraduate and Graduate Student Awards**

Over the 2023/24 academic year, Senate has engaged in conversation regarding the definitions of student awards. Donors have become increasingly interested in supporting students based on criteria beyond what was traditionally defined as principally academic merit. As a result, the definition of awards has been clarified to differentiate it from scholarships, fellowships, and prizes. These proposed revisions align with the [BC University Act](#), specifically section 37(1)(j), naming Senate's jurisdiction to award fellowships, scholarships, exhibitions, bursaries and prizes. As well, the revisions align with the university's acceptance policy on [Student Awards \(AC1130\)](#) in that student awards fulfill one or more of the following criteria:

- (a) provide incentives for students to select the university;
- (b) recognize and promote academic excellence in the student body;
- (c) assist students in overcoming financial barriers that could otherwise jeopardize the successful completion of their studies; or
- (d) support the university's goal to recruit and retain a diverse group of exceptionally talented students.

The proposed modernized definitions support institutional priorities and the university's commitment to recruiting and retaining a diverse student population.

### Undergraduate academic calendar

The proposed revision to the [Undergraduate scholarships, awards, medals and prizes](#) section of the undergraduate academic calendar seeks to clarify the difference between the eligibility criteria for awards and the ability to select recipients as flexibly as possible. At the same time, ensuring donors know how the funding is distributed, and students understand the eligibility criteria.

- Scholarships, medals and prizes are awarded to students primarily based on academic merit and other additional eligibility criteria as specified in the terms of reference outlined for each award.
- Awards are defined as non-repayable funding selected based on the eligibility criteria specified in the terms outlined for each award. Eligibility criteria may include, but are not limited to, identifying with a group with historical and/or current barriers to equity, a program of study or participation in a varsity sport.

Graduate academic calendar

Jointly, the proposed revision to the [Awards for Graduate Studies](#) section seeks to clarify the difference between scholarships and awards.

- University of Victoria funded fellowships and scholarships are awarded to graduate students of high academic standing upon nomination by the academic unit.
- Donor-funded scholarships and awards have specified eligibility criteria, with the former including elements of academic merit and the latter based on one or more criteria such as program of study or research, volunteer or community service, achievements outside of academia, or personal demographic information.

**Undergraduate Financial Aid**

Revisions to the [Undergraduate Financial Aid calendar section](#) are proposed to update program definitions available to undergraduate students based on financial need. Transparency improvements have been made to the minimum course load requirements to qualify and retain eligibility for the need-based bursary and work study programs administered by Student Awards and Financial Aid. Additionally, improved clarity has been added to the minimum course load requirements to qualify and retain eligibility for government student assistance, including student loans and grants.

**Graduate Financial Aid**

The addition of this graduate student information on financial aid will provide needed transparency on the availability of funding for graduate students for the need-based bursary and work study programs administered by Student Awards and Financial Aid. Minimum course load requirements to qualify and retain eligibility for government student assistance, including student loans and grants, have been included.

**Recommended Motion:**

That Senate approve the revisions to the Financial Aid, and the Undergraduate Scholarships, Awards, Medals and Prizes regulations in the Undergraduate Academic Calendar.

**Recommended Motion:**

That Senate approve the revisions to the Awards for Graduate Study regulation in the Graduate Academic Calendar.

Respectfully submitted,

**2022/2023 Senate Committee on Awards**

Maureen Ryan (Chair), Human and Social Development

Justin Bonnieux, Student Senator

John Dower, Faculty of Graduate Studies

Leslee Francis Pelton, Faculty of Graduate Studies

Rishi Gupta, Faculty of Engineering

Lalita Kines, President's Nominee

Alyssa Manankil-Lakusta, Alumni Association Representative

Sudhir Nair, Peter B. Gustavson School of Business

Lori Hunter, Student Awards and Financial Aid

Donja Roberts, Faculty of Graduate Studies

Nahid Safari, GSS Representative

Wendy Taylor, Office of the Registrar  
Linda Welling, Faculty of Social Sciences  
Alexis Ramsdale (Recording Secretary), Student Awards and Financial Aid

## **Proposed Regulations to the Undergraduate Academic Calendar**

Additions are underlined

Deletions are ~~struck through~~

### **Undergraduate Financial aid**

All UVic undergraduate scholarships, awards, bursaries, medals and prizes adjudicated offered by the University of Victoria are ~~administered~~ adjudicated by Student Awards and Financial Aid (SAFA) under the authority of the Senate Committee on Awards.

Financial aid in the form of ~~bursaries, and grants~~ funding, emergency loans and work-study ~~positions~~ is funding are adjudicated by SAFA and made available to undergraduate and graduate students on the basis of financial need.

Detailed information ~~about on~~ all forms of financial aid administered by SAFA awards and application procedures is available on through the Student Awards and Financial Aid website.

### **General regulations**

Except where a ~~donor~~ directs the terms of reference otherwise specify, the proceeds of scholarships, awards, bursaries and grants issued by, or through, ~~the University SAFA~~ are applied towards a student's total tuition and fees for the academic year term or terms in which they are awarded. If the financial aid a student receives exceeds ~~this~~ the amount of tuition and fees assessed in the term or terms in which a student receives the funding the balance will be paid to the student. Students should contact the Tuition Office to request a refund.

Unless otherwise specified by the provincial or territorial government aid authority, Proceeds from Canadian federal/provincial/territorial government loans and grants and work study positions income are paid directly to the student (~~unless students request a portion to be directed towards the school.~~

~~An award of Financial aid may be withheld or cancelled if there is a lack of suitable~~ are no eligible candidates, ~~or a donor withdraws funding the award,~~ or if the ~~student receiving the award recipient~~ withdraws from UVic or fails to meet the eligibility criteria for the terms and conditions of the award funding.

If for any reason the original recipient becomes ineligible for UVic financial aid ~~an award,~~ the funds may be reassigned to other students.

Unless the terms of reference otherwise specify ~~noted,~~ all undergraduate entrance and transfer scholarships, awards, medals, prizes, and bursaries and grants ~~financial aid~~ available through the University administered by Student Awards and Financial Aid ~~is~~ are limited available to Canadian citizens and permanent residents only.

Unless otherwise specified in the terms of reference, all undergraduate in-course scholarships, awards, medals and prizes are available to Canadian citizens, permanent residents and international students.

## **Bursaries and Grants**

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~~Bursaries and grants are non-repayable financial assistance awards awarded on the basis of financial need and reasonable satisfactory academic standing. For continuing undergraduate students, a minimum GPA of 2.0 in the previous academic session is required. Bursaries are available for students entering UVic and for students already attending the University. Detailed information about eligibility criteria and the online bursary application process is are available on the Student Awards and Financial Aid [website](#).~~

~~General bursaries for domestic undergraduate and graduate students attending UVic require application by October 15 for the winter session (September to April) and June 1 for the summer session (May to August). A number of bursaries are awarded on the recommendation of Student Awards and Financial Aid and/or the student's academic unit. Students should contact their faculty, school or department for information on nomination procedures.~~

~~To be eligible for a bursary, undergraduate students must maintain registration in a minimum of 60% of a full course load (4.5 units or more) for credit in each term for which they receive a bursary. Undergraduate students with a permanent disability must maintain registration in a minimum of 40% of a full course load (3.0 units or more) for credit in each term to qualify for bursary assistance.~~

## **Grants**

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~~Grants are non-repayable awards based on financial need as determined by the office or agency contributing the award. Grants are administered by Student Awards and Financial Aid.~~

~~Grants are available for part-time students, for students with permanent disabilities, for students with dependents and for students from low/middle income families.~~

## **Government Student Loans and Grants**

~~Government student loans are repayable and are based approved by the Canadian provincial/territorial government student assistance authority on the basis of financial need. Most Canadian provinces and territories offer both the federal and provincial/territorial governments offer student loans to Canadian citizens and permanent residents. Only one application is needed to be considered for both types of loans.~~

~~Canada Student Grants are non-repayable and are based on financial need. Grants are available for part-time students, students with a disability, students with dependants and students from low/middle income families.~~

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~~Students apply directly to the province or territory of which they are considered to be a resident for the purpose of student loans and grants. BC students residents apply to Student Aid BC (SABC) both for BC Student Loans, and for Canada Student Loans and Canada Student Grants.~~

An application for The StudentAid BC application is available online. A complete list of student loan and grant eligibility requirements are posted on the Student Aid BC website at <https://studentaidbc.ca/apply/eligibility>

SABC applicants students should submit their loan online applications by no later than August 1 in order to have their loans for it to be processed and funding made available in-time to meet fee payment before the September 30 tuition and fee payment deadlines.

Students who are residents of provinces and territories outside of BC should visit their government student aid authority website to confirm the eligibility criteria, application process and deadlines.

To qualify for Canada Student Loans, Canada Student Grants and most provincial/territorial student loans, undergraduate students must be enrolled maintain registration in at least 4.5 units for credit, excluding duplicate and/or mutually exclusive course work, in each term for which they receive government student assistance. Undergraduate students with a disability must maintain registration in a minimum of 40% of a 100% course load (3.0 units for credit) for students with a permanent disability); excluding duplicate and/or mutually exclusive course work, in each term of the Winter Session for which they receive government student assistance.

### **Work Study Program**

Work study positions are subsidized jobs on campus, which are allocated on the basis of financial need. The work study program is administered by Student Awards and Financial Aid.

The work study program is designed to provide experiential learning opportunities for students who demonstrate financial need. Domestic and international undergraduate and graduate students are eligible to participate in the program.

Undergraduate students must maintain registration in a minimum of 4.5 units for credit in each term in which they participate in the program. Undergraduate students with a disability must maintain registration in a minimum of 3.0 units for credit in each term in which they participate in the program.

Applicants are not required to apply for or be receiving government student aid to participate in the work study program.

The program is offered from September to April each year and is not offered during the summer session (May - August).

Students apply online for the work study program through UVic [Online tools - Student services](#). Full Program eligibility and application information is ~~instructions~~ available on the SAFA [website](#).

The number of work study positions is limited; all eligible students are not guaranteed a placement position. Final Hiring decisions on hiring are made by the project position supervisors.

## **Undergraduate scholarships, awards, medals and prizes**

Scholarships, awards, medals and prizes are awarded to students on the basis of academic merit. Scholarships, awards, medals and prizes for undergraduate students are administered by Student Awards and Financial Aid. Detailed information on undergraduate scholarships, awards, medals and prizes including application procedures are available through the Student Awards and Financial Aid [website](#).

Recipients of all undergraduate scholarships, awards, medals and prizes adjudicated by the University of Victoria are approved by the Senate Committee on Awards. The following regulations apply to both entrance and in-course scholarships, awards, medals and prizes.

- Students with disabilities, including those who are on a reduced course load, are eligible to be considered for scholarships, awards, medals and prizes. Students must identify themselves to the Student Awards and Financial Aid office and must have documentation of the disability.
- Except where the terms and conditions of an undergraduate in-course scholarship, award, medal or prize specifically state otherwise, award winners must normally enroll at UVic in the next Winter Session as a full-time student in 12.0 or more units of which 10.5 units are graded using the standard nine-point scale.
- Students who enroll as a full-time student and subsequently withdraw from courses, so that they fall below 12 units in the Winter Session (September to April) or fall below 6.0 units if they entered their program in the January to April term of study, will have their scholarship, award or prize withdrawn.
- The University reserves the right to limit the amount of money awarded to any student, and, if necessary, to reassign scholarships and awards to other students.
- Except where the terms of reference for the scholarship or award state otherwise, the proceeds of the scholarships or awards issued by or through the University will be applied towards the student's assessed fees for the next Winter Session. If the scholarship or award exceeds this amount, the balance will be paid to the student if they maintain full-time registration (12 units) in the Winter Session or 6.0 units if they entered their program in the January to April term of study.
- A scholarship or award may be withheld or cancelled if there is a lack of suitable candidates, if a donor withdraws the scholarship or award, or if the student receiving the scholarship or award withdraws from UVic or fails to meet the terms and conditions of the award.

## **Entrance scholarships and awards**

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Entrance scholarships and awards are offered to students entering UVic directly from secondary schools and Canadian colleges and universities. Detailed information about entrance scholarships and awards including application procedures are available on the Student Awards and Financial Aid [website](#).

- Except where the terms and conditions of an undergraduate scholarship or award specifically state otherwise, recipients must normally register and maintain enrolment as a full-time student in a minimum of 12 units in their first Winter Session to receive the scholarship or award.
- Students entering undergraduate programs in the January to April term of study must normally register and maintain enrolment in 6.0 or more units to receive the scholarship or award.



- ~~Deferral of a scholarship or award for up to one year may be granted upon written request to Undergraduate Admissions.~~

### **~~In-course scholarships, awards, medals and prizes~~**

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~~Undergraduate students who have completed at least 12 units in two terms of study in the previous academic year are eligible to be considered for scholarships, awards, medals and prizes in the subsequent Winter Session. The majority of these scholarships, awards, medals and prizes do not require an application; they are assigned on the basis of merit or by department nomination. Others require an application. Detailed information about in-course scholarships, awards, medals and prizes including application procedures are available on the Student Awards and Financial Aid [website](#).~~

- ~~To be eligible for any undergraduate in-course scholarship, award, medal or prize offered by UVic, an undergraduate student must normally be a full-time student registered in a minimum of 12 units of study, of which 10.5 units are graded using the standard nine-point scale, in two terms in the 12-month period (May to April) immediately preceding the adjudication of the scholarships and awards.~~
- ~~Except where the terms and conditions of an undergraduate in-course scholarship, award, medal or prize specifically state otherwise, award winners must normally return to UVic in the next Winter Session and register and maintain enrolment as a full-time student in a minimum of 12 units to receive the in-course scholarship, award, medal or prize.~~
- ~~Medals or book prizes, if not presented directly by the donors or their agents, will be forwarded to the winners.~~

### **Scholarships, Medals and Prizes**

Scholarships, medals and prizes are awarded to students primarily on the basis of academic merit. Other additional eligibility criteria, as specified in the terms of reference, will be considered when selecting recipients. Scholarships, medals and prizes for undergraduate students are administered by SAFA. Detailed information about the terms of reference and application process (if applicable) for undergraduate scholarships, medals and prizes is available on the SAFA [website](#).

### **Awards**

UVic also offers non-repayable funding referred to as awards. Recipients are selected on the basis of the eligibility criteria specified in the terms of reference for each award. Eligibility criteria may include, but are not limited to, a minimum academic achievement, financial need, identifying with a group with historical and/or current barriers to equity, program of study or participation in a varsity sport.

Recipients of athletic awards are selected on the basis of the eligibility criteria specified in the terms of reference for the award and the requirements stipulated by U SPORTS; an organization external to UVic that establishes the funding rules for student athletes in varsity sport at participating universities in Canada. Entering student athletes must have a minimum admission average of 80% to receive an athletic award in their first year of post-secondary study.

Returning student athletes must have passed a minimum of 9.0 units for credit, with a minimum sessional GPA of 3.0, in the preceding academic year. The total combined value of athletic awards cannot exceed the student's assessed tuition and mandatory fees for the academic year in which they receive the funding.

### **Entrance and Transfer Scholarships and Awards**

Entrance and transfer scholarships and awards are offered to undergraduate students entering UVic directly from secondary schools offering a Canadian curriculum or transferring from a Canadian college or university. Detailed information about entrance and transfer scholarships and awards, including application procedures if required, is available on the Student Awards and Financial Aid [website](#).

Except where the terms of reference for an undergraduate scholarship or award otherwise specify, recipients must normally register and maintain enrolment in a minimum of 12.0 units or more for credit, of which 10.5 units are graded using the standard nine point scale, in their first winter session (September to April) to receive the scholarship or award.

Students entering undergraduate programs in the January to April term of study must normally register and maintain enrolment in a minimum of 6.0 units for credit, of which 4.5 units are graded using the standard nine point scale, to receive the scholarship or award.

Students with a disability, including those who are approved to study at a reduced course load, are eligible to be considered for scholarships and awards. Students with a disability must maintain registration in a minimum of 6.0 units for credit, of which 4.5 units are graded using the standard nine point scale, in the winter session (September to April) to receive a scholarship or award. Students entering in the January to April term of study must maintain registration in a minimum of 3.0 units for credit in that term, of which 1.5 units are graded using the standard nine point scale. Students must identify themselves to SAFA and provide supporting documentation from the Centre for Accessible Learning (CAL).

Deferral of a scholarship or award for up to one year may be granted upon approval of a request for deferral of entry point to Undergraduate Admissions.

Students who enrol in a minimum of 12.0 units for credit (6.0 units for credit for students with a disability) and subsequently withdraw from courses resulting in them falling below 12.0 units for credit (6.0 units for credit for students with a disability) in the winter session (September to April) or fall below 6.0 units for credit (3.0 units for credit for students with a disability) if they entered their program in the January to April term of study, will have their scholarship or award revoked.

The University reserves the right to limit the amount of money awarded to any student and, if necessary, to reassign scholarships and awards to other students.

Except where the terms of reference for the scholarship or award state otherwise, the funding issued by or through SAFA will be applied towards the student's assessed tuition and fees for the winter session (September to April). If the funding awarded exceeds the total amount of tuition and fees due for the winter session, the balance will be paid to the student so long as they maintain registration in at least 12.0 units for credit (6.0 units for credit for students with a disability). Students should contact the Tuition Office to request a refund.

Students who entered their program in the January to April term of study will have their scholarship or award applied towards their assessed tuition and fees for the term. If the funding awarded exceeds the total amount of tuition and fees due for the term, the balance will be paid to the student so long as they maintain registration in at least 6.0 units for

credit (3.0 units for credit for students with a disability). Students should contact the Tuition Office to request a refund.

A scholarship or award may be withheld or cancelled if there is a lack of suitable candidates, if a donor withdraws the scholarship or award or if the recipient withdraws from UVic or fails to meet the eligibility criteria for the scholarship or award.

Application procedures regarding entrance and transfer scholarships may be found on the [Student Awards and Financial Aid website](#).

### **In-Course Scholarships, Awards, Medals and Prizes**

In-Course scholarships, awards, medals and prizes are offered to undergraduate students who have completed a minimum of 12.0 units for credit, of which 10.5 units are graded using the standard nine point scale, in two of the three terms of study in the previous academic year (May to April). In-course scholarships, awards and prizes are awarded in the subsequent winter session (September to April).

Students with a disability, including those who are approved to study at a reduced course load, are eligible to be considered for in-course scholarships, awards, medals and prizes. Students with a disability must maintain registration in a minimum of 6.0 units for credit, of which 4.5 units are graded using the standard nine point scale, in two of the three terms in the previous academic year (May to April). Students must identify themselves to SAFA and provide supporting documentation from the Centre for Accessible Learning (CAL).

Recipients of in-course scholarships, awards and prizes are selected by the following processes: automatically on the basis of academic merit, application or department recommendation.

Medals are automatically awarded to graduating students with the highest graduating average in specific faculties. Recipients are not required to submit an application or return to UVic in the following winter session.

Detailed information about in-course scholarships, awards, medals and prizes, including application procedures if required, are available on the [SAFA website](#).

Except where the terms of reference for an undergraduate scholarship or award otherwise specify, recipients must normally register and maintain enrolment in a minimum of 12.0 units for credit, of which 10.5 units are graded using the standard nine point scale, in two of the three terms in the academic year in which the funding is being awarded. Students with a disability must maintain enrolment in 6.0 units for credit, of which 4.5 are graded using the standard nine point scale, in two of the three terms in the academic year in which the funding is being awarded.

Students who enrol in a minimum of 12.0 units for credit (6.0 units for credit for students with a disability) and subsequently withdraw from courses resulting in them falling below 12.0 units for credit (6.0 units for credit for students with a disability) in two of the three terms in the academic year (May to April), will have their scholarship, award or prize revoked.

The University reserves the right to limit the amount of money awarded to any student and,

if necessary, to reassign scholarships and awards to other students.

Except where the terms of reference for the scholarship or award otherwise specify, the funding issued by or through SAFA will be applied towards the student's assessed tuition and fees for the winter session (September to April). If the funding awarded exceeds the total amount of tuition and fees due for the winter session, the balance will be paid to the student so long as they maintain registration in at least 12.0 units for credit (6.0 units for credit for students with a disability). Students should contact the Tuition Office to request a refund.

Medals or book prizes, if not presented directly by the donors or their agents, are forwarded to the winners when available.

Application procedures regarding in-course scholarships, awards, medals and prizes and application procedures may be found on the [Student Awards and Financial Aid website](#).

## **Proposed Regulations to the Undergraduate Academic Calendar**

Clean Version

### **Financial aid**

All UVic undergraduate scholarships, awards, medals and prizes offered by the University of Victoria are adjudicated by Student Awards and Financial Aid (SAFA) under the authority of the Senate Committee on Awards.

Financial aid in the form of bursary and grant funding, emergency loans and work study funding are adjudicated by SAFA and made available to undergraduate and graduate students on the basis of financial need.

Detailed information about all forms of financial aid administered by SAFA is available on the Student Awards and Financial Aid [website](#).

### **General regulations**

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Except where the terms of reference otherwise specify, the proceeds of scholarships, awards, bursaries and grants issued by, or through, SAFA are applied towards a student's assessed tuition and fees for the term or terms in which they are awarded. If the financial aid a student receives exceeds the amount of tuition and fees assessed in the term or terms in which a student receives the funding the balance will be paid to the student. Students should contact the Tuition Office to request a refund.

Unless otherwise specified by the provincial or territorial government aid authority, Canadian federal/provincial/territorial government loans and grants and work study income are paid directly to the student.

Financial aid may be withheld or cancelled if there are no eligible candidates, a donor withdraws funding or the recipient withdraws from UVic or fails to meet the eligibility criteria for the funding.

If for any reason the original recipient becomes ineligible for UVic financial aid, the funds may be reassigned to other students.

Unless the terms of reference otherwise specify, all undergraduate entrance and transfer scholarships, awards, prizes, bursaries and grants administered by SAFA are available to Canadian citizens and permanent residents only.

Unless the terms of reference otherwise specify, all undergraduate in-course scholarships, awards, medals and prizes are available to Canadian citizens, permanent residents and international students.

### **Bursaries and Grants**

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Bursaries and grants are non-repayable financial assistance awarded on the basis of financial need and satisfactory academic standing. For continuing undergraduate students, a minimum GPA of 2.0 in the previous academic session is required. Detailed information about eligibility criteria and the online bursary application process are available on the Student Awards and Financial Aid [website](#).

General bursaries for domestic undergraduate and graduate students require application by October 15 for the winter session (September to April) and June 1 for the summer session (May to August).

To be eligible for a bursary, undergraduate students must maintain registration in a minimum of 4.5 units for credit in each term for which they receive a bursary. Undergraduate students with a disability must maintain registration in a minimum of 3.0 units for credit in each term to qualify for bursary assistance.

### **Government Student Loans and Grants**

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Government student loans are repayable and are approved by the Canadian provincial/territorial government student assistance authority on the basis of financial need. Most provinces and territories offer both federal and provincial/territorial student loans to Canadian citizens and permanent residents.

Canada Student Grants are non-repayable and are based on financial need. Grants are available for part-time students, students with a disability, students with dependants and students from low/middle income families.

Students apply directly to the province or territory of which they are considered to be a resident for the purpose of student loans and grants. BC residents apply to StudentAid BC (SABC) for BC Student Loans, Canada Student Loans and Canada Student Grants.

The StudentAid BC application is available [online](#). A complete list of student loan and grant eligibility requirements are posted on the Student Aid BC website at <https://studentaidbc.ca/apply/eligibility>

SABC applicants should submit their online application by no later than August 1 for it to be processed and funding made available before the September 30 tuition and fee payment deadline.

Students who are residents of provinces and territories outside of BC should visit their government student assistance authority website to confirm the eligibility criteria, application process and deadlines.

To qualify for Canada Student Loans, Canada Student Grants and most provincial/territorial student loans, undergraduate students must maintain registration in at least 4.5 units for credit, excluding duplicate and/or mutually exclusive course work, in each term for which they receive government student assistance. Undergraduate students with a disability must maintain registration in a minimum of 3.0 units for credit, excluding duplicate and/or mutually exclusive course work, in each term for which they receive government student assistance.

### **Work Study Program**

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The work study program is designed to provide on-campus experiential learning opportunities for students who demonstrate financial need. Domestic and international undergraduate and graduate students are eligible to participate in the program.

Undergraduate students must maintain registration in a minimum of 4.5 units for credit in each term in which they participate in the program. Undergraduate students with a disability must maintain registration in a minimum of 3.0 units for credit in each term in which they participate in the program.

Applicants are not required to apply for or be receiving government student assistance to participate in the work study program.

The program is offered from September to April each year and is not offered during the summer session (May - August).

Students apply online for the work study program through UVic [Online tools - Student services](#). Program eligibility and application information is available on the SAFA [website](#).

The number of work study positions is limited; all eligible students are not guaranteed a position. Hiring decisions are made by the position supervisors.

## **Undergraduate scholarships, awards, medals and prizes**

### **Scholarships, Medals and Prizes**

Scholarships, medals and prizes are awarded to students primarily on the basis of academic merit. Other additional eligibility criteria, as specified in the terms of reference, will be considered when selecting recipients. Scholarships, medals and prizes for undergraduate students are administered by SAFA. Detailed information about the terms of reference and application process (if applicable) for undergraduate scholarships, medals and prizes is available on the SAFA [website](#).

### **Awards**

UVic also offers non-repayable funding referred to as awards. Recipients are selected on the basis of the eligibility criteria specified in the terms of reference for each award. Eligibility criteria may include, but are not limited to, a minimum academic achievement, financial need, identifying with a group with historical and/or current barriers to equity, program of study or participation in a varsity sport.

Recipients of athletic awards are selected on the basis of the eligibility criteria specified in the terms of reference for the award and the requirements stipulated by U SPORTS; an organization external to UVic that establishes the funding rules for student athletes in varsity sport at participating universities in Canada. Entering student athletes must have a minimum admission average of 80% to receive an athletic award in their first year of post-secondary study.

Returning student athletes must have passed a minimum of 9.0 units for credit, with a minimum sessional GPA of 3.0, in the preceding academic year. The total combined value of athletic awards cannot exceed the student's assessed tuition and mandatory fees for the academic year in which they receive the funding.

### **Entrance and Transfer Scholarships and Awards**

Entrance and transfer scholarships and awards are offered to undergraduate students entering UVic directly from secondary schools offering a Canadian curriculum or transferring from a Canadian college or university. Detailed information about entrance and transfer

scholarships and awards, including application procedures if required, is available on the Student Awards and Financial Aid [website](#).

Except where the terms of reference for an undergraduate scholarship or award otherwise specify, recipients must normally register and maintain enrolment in a minimum of 12.0 units or more for credit, of which 10.5 units are graded using the standard nine point scale, in their first winter session (September to April) to receive the scholarship or award.

Students entering undergraduate programs in the January to April term of study must normally register and maintain enrolment in a minimum of 6.0 units for credit, of which 4.5 units are graded using the standard nine point scale, to receive the scholarship or award.

Students with a disability, including those who are approved to study at a reduced course load, are eligible to be considered for scholarships and awards. Students with a disability must maintain registration in a minimum of 6.0 units for credit, of which 4.5 units are graded using the standard nine point scale, in the winter session (September to April) to receive a scholarship or award. Students entering in the January to April term of study must maintain registration in a minimum of 3.0 units for credit in that term, of which 1.5 units are graded using the standard nine point scale. Students must identify themselves to SAFA and provide supporting documentation from the Centre for Accessible Learning (CAL).

Deferral of a scholarship or award for up to one year may be granted upon approval of a request for deferral of entry point to Undergraduate Admissions.

Students who enrol in a minimum of 12.0 units for credit (6.0 units for credit for students with a disability) and subsequently withdraw from courses resulting in them falling below 12.0 units for credit (6.0 units for credit for students with a disability) in the winter session (September to April) or fall below 6.0 units for credit (3.0 units for credit for students with a disability) if they entered their program in the January to April term of study, will have their scholarship or award revoked.

The University reserves the right to limit the amount of money awarded to any student and, if necessary, to reassign scholarships and awards to other students.

Except where the terms of reference for the scholarship or award state otherwise, the funding issued by or through SAFA will be applied towards the student's assessed tuition and fees for the winter session (September to April). If the funding awarded exceeds the total amount of tuition and fees due for the winter session, the balance will be paid to the student so long as they maintain registration in at least 12.0 units for credit (6.0 units for credit for students with a disability). Students should contact the Tuition Office to request a refund.

Students who entered their program in the January to April term of study will have their scholarship or award applied towards their assessed tuition and fees for the term. If the funding awarded exceeds the total amount of tuition and fees due for the term, the balance will be paid to the student so long as they maintain registration in at least 6.0 units for credit (3.0 units for credit for students with a disability). Students should contact the Tuition Office to request a refund.

A scholarship or award may be withheld or cancelled if there is a lack of suitable candidates, if a donor withdraws the scholarship or award or if the recipient withdraws from



UVic or fails to meet the eligibility criteria for the scholarship or award.

[Application procedures regarding entrance and transfer scholarships may be found on the Student Awards and Financial Aid website.](#)

### **In-Course Scholarships, Awards, Medals and Prizes**

In-Course scholarships, awards, medals and prizes are offered to undergraduate students who have completed a minimum of 12.0 units for credit, of which 10.5 units are graded using the standard nine point scale, in two of the three terms of study in the previous academic year (May to April). In-course scholarships, awards and prizes are awarded in the subsequent winter session (September to April).

Students with a disability, including those who are approved to study at a reduced course load, are eligible to be considered for in-course scholarships, awards, medals and prizes. Students with a disability must maintain registration in a minimum of 6.0 units for credit, of which 4.5 units are graded using the standard nine point scale, in two of the three terms in the previous academic year (May to April). Students must identify themselves to SAFA and provide supporting documentation from the Centre for Accessible Learning (CAL).

Recipients of in-course scholarships, awards and prizes are selected by the following processes: automatically on the basis of academic merit, application or department recommendation.

Medals are automatically awarded to graduating students with the highest graduating average in specific faculties. Recipients are not required to submit an application or return to UVic in the following winter session.

Detailed information about in-course scholarships, awards, medals and prizes, including application procedures if required, are available on the SAFA [website](#).

Except where the terms of reference for an undergraduate scholarship or award otherwise specify, recipients must normally register and maintain enrolment in a minimum of 12.0 units for credit, of which 10.5 units are graded using the standard nine point scale, in two of the three terms in the academic year in which the funding is being awarded. Students with a disability must maintain enrolment in 6.0 units for credit, of which 4.5 are graded using the standard nine point scale, in two of the three terms in the academic year in which the funding is being awarded.

Students who enrol in a minimum of 12.0 units for credit (6.0 units for credit for students with a disability) and subsequently withdraw from courses resulting in them falling below 12.0 units for credit (6.0 units for credit for students with a disability) in two of the three terms in the academic year (May to April), will have their scholarship, award or prize revoked.

The University reserves the right to limit the amount of money awarded to any student and, if necessary, to reassign scholarships and awards to other students.

Except where the terms of reference for the scholarship or award otherwise specify, the funding issued by or through SAFA will be applied towards the student's assessed tuition and fees for the winter session (September to April). If the funding awarded exceeds the

total amount of tuition and fees due for the winter session, the balance will be paid to the student so long as they maintain registration in at least 12.0 units for credit (6.0 units for credit for students with a disability). Students should contact the Tuition Office to request a refund.

Medals or book prizes, if not presented directly by the donors or their agents, are forwarded to the winners when available.

Application procedures regarding in-course scholarships, awards, medals and prizes and application procedures may be found on the [Student Awards and Financial Aid website](#).

## **Proposed Regulations to the Graduate Academic Calendar**

Additions are underlined

Deletions are ~~struck through~~

## **Awards for graduate study~~Financial Support~~**

~~All Graduate award holders must maintain continuous registration during the tenure of their award. Students may interrupt their award only for the reasons of maternity, child rearing, illness, or health related family responsibilities. Requests for interruptions must be approved by both the academic unit and the Office of the Dean of Graduate Studies, and may require additional documentation.~~ There are different types of financial support for students pursuing a graduate degree at the University of Victoria. Funding information is available in the academic unit graduate handbook and students should consult the graduate advisor of their academic unit. Contacts can be found on the [Program Advising](#) website.

The Faculty of Graduate Studies administers graduate scholarships, fellowships and awards which are available to domestic and international graduate students unless otherwise indicated.

Graduate students must maintain continuous registration during the tenure of their scholarship, fellowship or award unless on approved leave for parental, medical or compassionate reasons. See - [Leaves of absence with permission](#). Registration must be full-time (minimum of 3.0 units) unless otherwise indicated. Students registered with the Centre for Assisted Learning (CAL) will be considered full-time with a minimum of 1.5 units of registration.

## **University of Victoria Fellowships~~University of Victoria-funded graduate fellowships and scholarships~~**

The University of Victoria funds fellowships and scholarships for graduate students of high academic standing. UVic fellowships and scholarships are approved by the Faculty of Graduate Studies upon nomination by the academic unit. Fellowships of up to \$17,500 (master's) and \$20,000 (PhD) may be awarded by the Faculty of Graduate Studies to students of high academic standing registered full time in the Faculty as candidates or provisional candidates for a degree.

~~All new applicants will be considered for University of Victoria Fellowships by the academic unit they are applying to. There is no separate application form to be completed. Applicants will be evaluated based on their admission application and its supporting documentation. The minimum average required for consideration is A-. Funds are limited so applicants wishing to be considered for Fellowships and Awards are encouraged to have all application materials submitted to the Graduate Admissions and Records Office as soon as possible, and no later than the application deadline for the academic unit.~~

~~The competition for University of Victoria Fellowships is very intense. Meeting the minimum standard for consideration does not guarantee that a student will be successful in the competition.~~

## **Scholarships, awards and prizes** **Donor-funded scholarships, fellowships and awards**

The Faculty of Graduate Studies administers a number of awards to students in graduate programs at the University of Victoria. Detailed information on these awards and application procedures is available at the Faculty of Graduate Studies' website. Private donors fund scholarships, fellowships and awards for students in graduate degree programs at UVic. Eligibility for donor-funded graduate scholarships and fellowships includes elements of academic merit and may also include other criteria. Eligibility for donor-funded graduate awards is not based on academic merit and may be based on one or more criteria such as, program of study or research, volunteer or community service, achievements outside of academia and personal demographic information. Specific eligibility and application details for all graduate donor-funded scholarships, fellowships and awards can be found on the Faculty of Graduate Studies website, via the [online search tool](#).

Donor-funded scholarships, fellowships and awards are adjudicated and approved by the Faculty of Graduate Studies Graduate Funding Committee.

### **Bursaries**

Graduate bursaries are administered by Student Awards and Financial Aid. Bursaries are non-repayable and are awards based on financial need and reasonable satisfactory academic standing. They are available for students entering UVic and for students already attending the University.

Bursary applications and eligibility information are available from the Students Awards and Financial Aid website [uvic.ca/registrar/safa](http://uvic.ca/registrar/safa). Application deadlines are October 15 for the winter session (September-April), and June 1 for the summer session (May-August). General bursaries are limited to domestic and permanent resident graduate students. There are two application deadlines each year, June 1 and October 15. Detailed information and eligibility criteria are available on the Student Awards and Financial Aid [website](#).

Graduate students must maintain full-time registration (minimum of 3.0 units) to qualify for bursary funding. Students registered with the Centre for Accessible Learning (CAL) will be considered full-time with a minimum of 1.5 units of registration.

A number of bursaries are awarded on the recommendation of Student Awards and Financial Aid and/or the student's academic unit. Students should contact their faculty or academic unit for information on nomination procedures. International graduate students experiencing a financial crisis while registered in a graduate degree program, may email Student Awards and Financial Aid at [finaid@uvic.ca](mailto:finaid@uvic.ca) regarding their extenuating financial circumstances to be considered for international bursary assistance.

### **Government student loans and grants**

Government student loans are repayable and are approved by the Canadian provincial/territorial government student assistance authority on the basis of financial need. Most provinces and territories offer both federal and provincial/territorial student loans to Canadian citizens and permanent residents.

Canada Student Grants are non-repayable and are based on financial need. Grants are available for part-time students, students with a disability, students with dependants and students from low/middle income families.

Students apply directly to the province or territory of which they are considered to be a resident for the purpose of student loans and grants. BC residents apply to StudentAid BC (SABC) for BC Student Loans, Canada Student Loans and Canada Student Grants.

The StudentAid BC application is available [online](#). A complete list of student loan and grant eligibility requirements are posted on the Student Aid BC website at <https://studentaidbc.ca/apply/eligibility>

SABC applicants should submit their online application by no later than August 1 for it to be processed and funding made available before the September 30 tuition and fee payment deadline.

Students who are residents of provinces and territories outside of BC should visit their government student assistance authority website to confirm the eligibility criteria, application process and deadlines.

To qualify for Canada Student Loans, Canada Student Grants and most provincial/territorial student loans, graduate students must maintain full-time registration (minimum of 3.0 units) to qualify for government student assistance for full-time students. Students registered with the Centre for Accessible Learning (CAL) will be considered full-time with a minimum of 1.5 units of registration.

### **Work Study Program**

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Student Awards and Financial Aid administers a work study program which provides on-campus experiential learning opportunities for students who demonstrate financial need. Domestic and international graduate students are eligible to participate in the program.

Applicants are not required to apply for or be receiving government student assistance to participate in the work study program.

Work opportunities are available only from September to April each year and positions are not guaranteed. Hiring decisions are made by the position supervisors.

Graduate students must maintain full-time registration (minimum of 3.0 units) to qualify to participate in the work study program. Students registered with the Centre for Accessible Learning (CAL) will be considered full-time with a minimum of 1.5 units of registration.

Students can find further eligibility and application details on the SAFA website [work study program](#)

### **Assistantships**

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Graduate students may make application, through the academic unit concerned, for paid employment as a teaching assistant, research assistant, scientific assistant or laboratory instructor. Such employment is negotiated through the academic unit concerned, not

through the Faculty of Graduate Studies, at rates of pay determined by the University.

## **Proposed Regulations to the Graduate Academic Calendar**

Clean Version

### **Financial Support**

There are different types of financial support for students pursuing a graduate degree at the University of Victoria. Funding information is available in the academic unit graduate handbook and students should consult the graduate advisor of their academic unit. Contacts can be found on the [Program Advising](#) website.

The Faculty of Graduate Studies administers graduate scholarships, fellowships and awards which are available to domestic and international graduate students unless otherwise indicated.

Graduate students must maintain continuous registration during the tenure of their scholarship, fellowship or award unless on approved leave for parental, medical or compassionate reasons. See - [Leaves of absence with permission](#). Registration must be full-time (minimum of 3.0 units) unless otherwise indicated. Students registered with the Centre for Assisted Learning (CAL) will be considered full-time with a minimum of 1.5 units of registration.

### **University of Victoria-funded graduate fellowships and scholarships**

The University of Victoria funds fellowships and scholarships for graduate students of high academic standing. UVic fellowships and scholarships are approved by the Faculty of Graduate Studies upon nomination by the academic unit.

### **Donor-funded scholarships, fellowships and awards**

Donor-funded scholarships, fellowships and awards are adjudicated and approved by the Faculty of Graduate Studies Graduate Funding Committee.

Private donors fund scholarships, fellowships and awards for students in graduate degree programs at UVic. Eligibility for donor-funded graduate scholarships and fellowships includes elements of academic merit and may also include other criteria. Eligibility for donor-funded graduate awards is not based on academic merit and may be based on one or more criteria such as, program of study or research, volunteer or community service, achievements outside of academia and personal demographic information. Specific eligibility and application details for all graduate donor-funded scholarships, fellowships and awards can be found on the Faculty of Graduate Studies website, via the [online search tool](#).

### **Bursaries**

Graduate bursaries are administered by Student Awards and Financial Aid. Bursaries are non-repayable and are based on financial need and satisfactory academic standing.

General bursaries are limited to domestic and permanent resident graduate students. There are two application deadlines each year, June 1 and October 15. Detailed information and eligibility criteria are available on the Student Awards and Financial Aid [website](#).

Graduate students must maintain full-time registration (minimum of 3.0 units) to qualify for bursary funding. Students registered with the Centre for Accessible Learning (CAL) will be considered full-time with a minimum of 1.5 units of registration.

International graduate students experiencing a financial crisis while registered in a graduate degree program, may email Student Awards and Financial Aid at [finaid@uvic.ca](mailto:finaid@uvic.ca) regarding their extenuating financial circumstances to be considered for international bursary assistance.

### **Government student loans and grants**

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Government student loans are repayable and are approved by the Canadian provincial/territorial government student assistance authority on the basis of financial need. Most provinces and territories offer both federal and provincial/territorial student loans to Canadian citizens and permanent residents.

Canada Student Grants are non-repayable and are based on financial need. Grants are available for part-time students, students with a disability, students with dependants and students from low/middle income families.

Students apply directly to the province or territory of which they are considered to be a resident for the purpose of student loans and grants. BC residents apply to StudentAid BC (SABC) for BC Student Loans, Canada Student Loans and Canada Student Grants.

The StudentAid BC application is available [online](#). A complete list of student loan and grant eligibility requirements are posted on the Student Aid BC website at <https://studentaidbc.ca/apply/eligibility>

SABC applicants should submit their online application by no later than August 1 for it to be processed and funding made available before the September 30 tuition and fee payment deadline.

Students who are residents of provinces and territories outside of BC should visit their government student assistance authority website to confirm the eligibility criteria, application process and deadlines.

To qualify for Canada Student Loans, Canada Student Grants and most provincial/territorial student loans, graduate students must maintain full-time registration (minimum of 3.0 units) to qualify for government student assistance for full-time students. Students registered with the Centre for Accessible Learning (CAL) will be considered full-time with a minimum of 1.5 units of registration.

### **Work study program**

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Student Awards and Financial Aid administers a work study program which provides on-campus experiential learning opportunities for students who demonstrate financial need. Domestic and international graduate students are eligible to participate in the program.

Applicants are not required to apply for or be receiving government student assistance to participate in the work study program.

Work opportunities are available only from September to April each year and positions are not guaranteed. Hiring decisions are made by the position supervisors.

Graduate students must maintain full-time registration (minimum of 3.0 units) to qualify to participate in the work study program. Students registered with the Centre for Accessible Learning (CAL) will be considered full-time with a minimum of 1.5 units of registration.

Students can find further eligibility and application details on the SAFA website [work study program](#)

### **Assistantships**

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Graduate students may make application, through the academic unit concerned, for paid employment as a teaching assistant, research assistant, scientific assistant or laboratory instructor. Such employment is negotiated through the academic unit concerned, not through the Faculty of Graduate Studies, at rates of pay determined by the University.





**Date:** April 19, 2023  
**To:** Senate  
**From:** Senate Committee on Awards  
**Re:** **New and Revised Awards**

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The Senate Committee on Awards met on April 13, 2023, and approved a number of new and revised awards for Senate's approval. Terms contained within this document are defined in Appendix 1 and Terms of Reference for these awards are in Appendix 2.

**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:

- Howie Campbell Men's Rowing Award (New)
- Onuma's Opus Award (New)
- Vizsolyi Vikes Swim Award\* (New)
- Joyce Folbigg Memorial Graduate Scholarship in Environmental Studies\* (New)
- Joyce Folbigg Memorial Graduate Scholarship in Music\* (New)
- Joyce Folbigg Memorial Graduate Scholarship in Theatre\* (New)
- Dianne Draper Environmental Sustainability and Stewardship Scholarship (New)
- Spicer Vikes Men's Rugby Award (New)
- Pooni Family Award in Geography (New)
- Pooni Family Award in Business (New)
- Hawkes-Little Graduate Scholarship\* (New)
- Maurie Jorre de St. Jorre Prize (Revised)
- School of Public Administration Leadership Legacy Award (Revised)
- Best Graduate Report in Dispute Resolution Award (Revised)
- Best Master's Project in Community Development Scholarship (Revised)
- G. Neil Perry Award in Public Administration\* (Revised)
- Marc Bell Scholarship in Environmental Studies\* (New)
- Maximilian de Boer Graduate Student Award\* (Revised)
- Thomas K. Shoyama MPA Student Leadership and Achievement Award\* (Revised)
- Ritchie Foundation Travel Award\* (Revised)
- Philip Halkett Graduate Scholarship\* (Revised)
- Langford-Seaborne Scholarship\* (Revised)
- John Shields Scholarship in Public Administration\* (Revised)
- Fred Whitehouse National Association of Federal Retirees Scholarship\* (Revised)
- Association of Former MLAs of BC Student Scholarship\* (Revised)
- Jack Ebbels Scholarship in Public Administration\* (Revised)

\* Administered by the University of Victoria Foundation

Respectfully submitted,

**2022/2023 Senate Committee on Awards**

Maureen Ryan (Chair), Human and Social Development

Justin Bonnieux, Student Senator

John Dower, Faculty of Graduate Studies

Leslee Francis Pelton, Faculty of Graduate Studies

Rishi Gupta, Faculty of Engineering and Computer Science

Lori Hunter, Student Awards and Financial Aid

Lalita Kines, President's Nominee, Vice-President Indigenous Office

Alyssa Manankil-Lakusta, Alumni Association Representative

Sudhir Nair, Peter B. Gustavson School of Business

Donja Roberts, Faculty of Graduate Studies

Nahid Safari, GSS Representative

Wendy Taylor, Office of the Registrar

Linda Welling, Faculty of Social Sciences

Alexis Ramsdale (Recording Secretary), Student Awards and Financial Aid

## **Appendix 1**

### **Scholarships, fellowships, awards, medals and prizes**

Financial aid awarded as scholarships, fellowships, awards, medals and prizes are made available to students primarily on the basis of academic merit. These forms of financial aid have an academic threshold requirement but recipients may also be selected on the basis of additional criteria as specified in the terms of reference. The list of additional criteria includes, but is not limited to, financial need, community service, demonstrated leadership, region, athletic participation, entrepreneurship, ethnicity or gender.

In some cases the academic threshold may be lower than what is generally required for a scholarship. For example, unless otherwise specified, an admission average of 85% or higher is the minimum academic requirement for undergraduate entrance scholarships. The standard for athletic awards is set by U SPORTS, a regulatory organization external to UVic, and varsity student athletes receiving an athletic award in their entering year must have an admission average of at least 80%.

### **Bursaries**

Financial aid in the form of non-repayable bursaries is made available to students on the basis of demonstrated financial need. There may be additional selection criteria specified in the terms of reference, but financial need is the primary selection criteria.

### **Athletic Awards**

Selection of athletic award recipients is made by the Senior Director of Athletics and Recreation in consultation with the Varsity Head Coach and the Director of Varsity Performance Sport. Recipients must meet the eligibility requirements of the governing body for their sport, U SPORTS or the *National Association of Intercollegiate Athletics* (NAIA), who also set the regulations regarding the total amount of financial aid a varsity student athlete can receive per academic year. Varsity student athletes receiving an athletic award in their entering year must have an admission average of at least 80%. In-course recipients must maintain a minimum GPA of 3.0 to receive an athletic award.

## Appendix 2

### Terms for New and Revised Awards

Additions are underlined

Deletions are ~~struck through~~

#### **Howie Campbell Men's Rowing Award (New)**

One or more awards are given to undergraduate or graduate students who participate in the Vikes Men's Rowing program at the University of Victoria. Eligible students must meet all U SPORTS eligibility requirements. Preference will be given to the student who won the "Most Improved Oarsman" award at the previous awards banquet. Award recipients will be selected on the basis of work ethic, commitment and improved performance criteria by the Senior Director of Athletics and Recreation in consultation with the Varsity Head Coach and the Director, Varsity Performance Sport.

#### **Onuma's Opus Award (New)**

One or more awards are given to academically outstanding undergraduate students in the School of Music.

Approval of the recipient(s) will be made by the Senate Committee on Awards upon the recommendation of the School of Music.

#### **Vizsolyi Vikes Swim Award\* (New)**

One or more awards are given to undergraduate or graduate students who compete on the Vikes Men's or Women's Varsity Swim 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 set by the Varsity Head Coach in consultation with the Director of Varsity Performance Sport and the Director of Athletics and Recreation.

#### **Joyce Folbigg Memorial Graduate Scholarship in Environmental Studies\* (New)**

One or more scholarships are awarded to academically outstanding graduate students in the School of Environmental Studies.

Approval of the recipient(s) will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the School of Environmental Studies.

#### **Joyce Folbigg Memorial Graduate Scholarship in Music\* (New)**

One or more scholarships are awarded to academically outstanding graduate students in the School of Music.

Approval of the recipient(s) will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the School of Music.

#### **Joyce Folbigg Memorial Graduate Scholarship in Theatre\* (New)**

One or more scholarships are awarded to academically outstanding graduate students in the Department of Theatre.

Approval of the recipient(s) will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the Department of Theatre.

**Dianne Draper Environmental Sustainability and Stewardship Scholarship (New)**

A scholarship is awarded to an academically outstanding undergraduate student in third or fourth year of either a BA or BSc Program in the Department of Geography who is conducting research in the field of 'Environment, Sustainability and Stewardship.'

Approval of the recipient will be made by the Senate Committee on Awards upon the recommendation of the Department of Geography.

**Spicer Vikes Men's Rugby Award (New)**

One award is given to an undergraduate student entering UVic who competes on the Vikes Men's Rugby team. 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 Varsity Head Coach in consultation with the Senior Director of Athletics and Recreation and the Director, Varsity Performance Sport.

**Pooni Family Award in Geography (New)**

An award of \$1,000 is given to an academically outstanding undergraduate student continuing in the Department of Geography.

Approval of the recipient will be made by the Senate Committee on Awards upon the recommendation of the Department of Geography.

**Pooni Family Award in Business (New)**

An award of \$1,000 is given to an academically outstanding undergraduate student continuing in the Peter B. Gustavson School of Business.

Approval of the recipient will be made by the Senate Committee on Awards upon the recommendation of the Peter B. Gustavson School of Business.

**Hawkes-Little Graduate Scholarship\* (New)**

A scholarship of \$500 is awarded to an outstanding graduate student in the School of Public Administration who receives the top mark in ADMN 502A, ADMN 557 or CD 505. Research Design-Critical Information Analysis course.

Approval of the recipient will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the School of Public Administration.

**Maurie Jorre de St. Jorre Prize (Revised)**

A scholarship of \$750 is awarded every three years for graduate students in the School of Public Administration who are enrolled in the public sector or non-profit leadership program and who have strengthened leadership development through their academic or community service leadership.

Applicants will be judged on leadership contributions in one of three areas: an initiative that improves support for students with disabilities; the design and execution of a plan that directly connects UVic to the community on a pressing issue such as climate change or the development of a program that reduces conflict in the workplace. Students must apply in writing to the School of Public Administration.

Approval of the recipient will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the School of Public Administration.

**School of Public Administration Leadership Legacy Award (Revised)**

A scholarship of \$750 is awarded every three years for graduate students in the School of Public Administration who are enrolled in the public sector or non-profit leadership program and who have strengthened leadership development through their academic or community service leadership.

Applicants will be judged on leadership contributions in one of three areas: an initiative that improves support for students with disabilities; the design and execution of a plan that directly connects UVic to the community on a pressing issue such as climate change; or the development of a program that reduces conflict in the workplace. Students must apply in writing to the School of Public Administration.

Approval of the recipient will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the School of Public Administration.

**Best Graduate Report in Dispute Resolution Award (Revised)**

A scholarship of \$500 is awarded to an outstanding graduate student in the Dispute Resolution Program who is deemed to have written the best graduate report. The award may be given to a graduating student.

Approval of the recipient will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the School of Public Administration.

**Best Master's Project in Community Development Scholarship (Revised)**

A scholarship of \$500 is awarded to an outstanding graduate student in the Community Development program who is deemed to have written the best Master's Project. This scholarship may be given to a graduating student.

Approval of the recipient will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the School of Public Administration.

**G. Neil Perry Award in Public Administration\* (Revised)**

One or more awards will be given to students whose Administration 598 report or 599 thesis is judged to be the best. This award may be given to a graduating student.

Approval of the recipient(s) will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the School of Public Administration.

**Marc Bell Scholarship in Environmental Studies\* (New)**

Up to two awards are given to undergraduate students in third or fourth year with a declared major in Environmental Studies. Preference is given to students in the ecological restoration stream.

Approval of the recipient(s) is made by the Senate Committee on Awards upon the recommendation of the School of Environmental Studies.

**Maximilian de Boer Graduate Student Award\* (Revised)**

A scholarship will be awarded to a student in a full-time or part-time Master of Public Administration Program who contributes to the School and/or community, assists fellow students and maintains a high academic standing. Students must apply in writing to the School of Public Administration.

Approval of the recipient will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the School of Public Administration.

**Thomas K. Shoyama MPA Student Leadership and Achievement Award\* (Revised)**

One or more awards are given to full-time or part-time graduate students in the Masters of Public Administration program who demonstrate outstanding leadership within the School of Public Administration and the general community. Students must apply in writing to the School of Public Administration.

Approval of the recipient(s) will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the School of Public Administration.

**Ritchie Foundation Travel Award\* (Revised)**

One or more travel awards will be given to ~~outstanding~~ graduate students in the MBA program for exchanges, international integrated management exercises or additional academic activities through the MBA Program (e.g. MBA Games, Rock the Case Competition Circuit, etc.).

Approval of recipient(s) will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the Faculty of Business.

**Philip Halkett Graduate Scholarship\* (Revised)**

A scholarship is awarded to an outstanding full-time or part-time graduate student who receives the highest grade in the PADR 505 ADMN Course 520 (Managing Complex Policy Processes) or an equivalent graduate level course in the School of Public Administration.

Approval of the recipient will be made by the Graduate Awards Committee upon the recommendation of the School of Public Administration.

**Langford-Seaborne Scholarship\* (Revised)**

One or more scholarships of at least \$1,000 each are awarded to Indigenous graduate students in the School of Public Administration. If there are no eligible students, Indigenous undergraduate students in the Indigenous Community Development and Governance Diploma in the School of Public Administration may receive the scholarship.

Undergraduate students apply via the online in-course scholarship application and graduate students must apply in writing to the School of Public Administration.

Graduate recipients will be approved by the Faculty of Graduate Studies Graduate Awards Committee and undergraduate recipients will be approved by the Senate Committee on Awards upon the recommendation of the School of Public Administration.

**John Shields Scholarship in Public Administration\* (Revised)**

Up to two scholarships are awarded to full-time or part-time graduate students in the School of Public Administration with preference given to students dedicated to community development and social justice through community-based research that integrates social,

environmental and labour issues. Students must apply in writing to the School of Public Administration by October 15th.

Approval of the recipient(s) will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the School of Public Administration.

**Fred Whitehouse National Association of Federal Retirees Scholarship\* (Revised)**

One or more scholarships are awarded to outstanding graduate students in the School of Public Administration who are interested in a career in the federal public service. Students must apply in writing to the School of Public Administration.

Approval of the recipient(s) will be made by the Faculty of Graduate Studies Graduate Awards Committee upon recommendation of the School of Public Administration.

**Association of Former MLAs of BC Student Scholarship\* (Revised)**

One or more scholarships are awarded to graduate students who have demonstrated an interest in future public service, either elected or appointed, through work they are doing on a specific research project, such as their Masters or PhD project or thesis.

Applicants must be ~~currently~~ registered in the fall term in ADMN/CD/MADR 598 or 599 or ADMN 699 and have made substantial progress on their research beyond the proposal stage.

Students must submit an application form and a 500-word statement of intent. The statement must outline the applicant's interest in a career in the public sector, either elected or appointed, and a description of their research, progress thus far, and projected defense date. Applications are available from the School of Public Administration office, ~~and are due by June 15.~~

Approval of the recipients will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the School of Public Administration.

**Jack Ebbels Scholarship in Public Administration\* (Revised)**

One or more scholarships are awarded to outstanding graduate students in the School of Public Administration. Preference will be given to those working in Natural Resource Management. Students must apply in writing to the School of Public Administration.

Approval of the recipient(s) will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the School of Public Administration.





**Date:** 11 April 2023  
**To:** Senate  
**From:** Senate Committee on Curriculum  
**Re:** **2023/2024 Cycle 2 Curriculum Submissions**

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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 '2022 - 2023 Senate Meeting Agendas and Materials' then select the folder 'Curriculum Changes effective September 1, 2023'.

Motion: That Senate approve the curriculum changes recommended by the Faculties and the Senate Committee on Curriculum for inclusion in the September 2023 academic calendars.

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.

2022/2023 Senate Committee on Curriculum

Adam Con, Chair, Faculty of Fine Arts  
Gary MacGillivray, Vice Chair, VPAC's designate, Faculty of Science  
Eva Baboula, Faculty of Fine Arts  
Ashley de Moscoso, Acting Associate Registrar  
Yasmine Kandill, Chair, Senate Committee on Academic Standards  
Reuben Rose-Redwood, Faculty of Social Sciences  
Steve Evans, Faculty of Graduate Studies  
Chelsey Evans, Co-operative Education & Career Services  
Matsuko Friedland, Student Senator  
Chris Graham, Peter B. Gustavson School of Business  
Adam Monahan, Faculty of Science  
LillAnne Jackson, Faculty of Engineering  
Geoffrey Loomer, Faculty of Law  
Sara Henderson, Acting Calendar Coordinator  
Michele Martin, Division of Medical Sciences  
Ada Saab, Associate University Secretary  
Maureen Ryan, Faculty of Human and Social Development  
Lisa Surridge, Faculty of Humanities  
Wendy Taylor, Acting Registrar  
Paul Whitinui, Faculty of Education  
Asia Longphee (Secretary), Office of the Registrar



**Date:** April 19, 2023  
**To:** Senate  
**From:** Senate Committee on Learning and Teaching  
**Re:** **Course Delivery Modes for 2022/23**

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On April 3, 2023, the Senate Committee on Learning and Teaching received a report on the Course Delivery Modes for the 2022/23 academic year. A more fulsome report (attached) has been developed for Senate to outline patterns of shifts in delivery modes, rationale for the shifts, student impacts, and the overall institutional impact.

Respectfully submitted,

**2022/2023 Senate Committee on Learning and Teaching**

Alexandra D'Arcy (Chair), Faculty of Humanities

Izzy Adachi, UVSS representative

Elizabeth Adjin-Tettey, Acting Associate Vice-President Academic Programs

Tim Anderson, Faculty of Education

Miranda Angus, Division of Continuing Studies

Shailoo Bedi, Executive Director, Learning and Teaching Support and Innovation

Elizabeth Borycki, Faculty of Human and Social Development

Erin Campbell, Faculty of Fine Arts

Deborah Curran, Faculty of Law

Andrea Giles, Executive Director, Coop Education and Career Services

Sean Hier, Faculty of Social Sciences

Matt Huculak, Libraries, System Services

Belema Itamunoala, Student Senator

Alannah Jensen, Student Senator

Pierre-Luc Landry, President's nominee

Kate Laureta, UVSS representative

Cedric Littlewood, Faculty of Graduate Studies

Wency Lum, Associate Vice-President Systems & Chief Information Officer

Michael McGuire, Faculty of Engineering and Computer Science

Scott McIndoe, Faculty of Science

Karen Munro, University Librarian's designate

Sarah Roberts, GSS representative

Brock Smith, Peter B. Gustavson School of Business

Rebecca Warburton, Convocation Senator

Jennifer Whately, Alumni Association

Ada Saab (Secretary), Associate University Secretary

## Office of the Vice-President Academic and Provost

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**DATE:** April 19, 2023

**TO:** Members of Senate

**FROM:** Elizabeth Adjin-Tettey, Acting Associate Vice-President Academic Programs

**CC:** Tony Eder, Associate Vice-President Academic Resource Planning

**RE: Course Delivery Modes for 2022/23**

### **Background**


At its February 4, 2022 meeting, following significant consultations with the university community, Senate approved new course delivery definitions effective Winter Session 2022/23. The course codes are:

- Face-to-face
- Blended
- Online with some face-to-face
- Fully online

There is also a definition for multi-access.

Academic units are best suited to determine their own delivery modalities, and chairs, directors and deans ensure the balance of teaching modes is appropriate to the discipline. As per the Senate-approved guidelines, review and approval by the dean is required to shift delivery mode of courses or programs as approved by Senate (e.g., shifting from face-to-face to blended, fully online or online with some face-to-face). Instructors have autonomy for their face-to-face courses, and no approval is required as long as the stated threshold of online elements in the approved definitions is not exceeded.

Approval by the dean is based on factors such as:

- individual course requirements and learning outcomes;
  - program requirements and outcomes;
  - accreditation and other regulatory requirements;
- 

- maintenance of program standards such as academic integrity;
- student needs;
- alignment with principles of equity, diversity and inclusion; and
- creating the best possible academic and graduation outcomes for students.

Changes must be in keeping with the overall quality of the academic program and not undermine the academic intent and content of the program, as approved by Senate, and relevant academic policy and regulations. Instructors' personal preferences alone are insufficient to justify changes to delivery modes.

### Accountability

All academic leaders, faculty and instructors are accountable to students, to ensure they receive a high-quality education. As an institution, we are also accountable to the provincial government regarding the delivery modes of our academic programming. As such, the Office of the Vice-President Academic and Provost (VPAC) monitors overall delivery modes for the university to ensure we remain a predominantly face-to-face institution and uphold our commitments to both government and our students.

VPAC committed to providing Senate with an annual summary, including any patterns of shifts in delivery modes, rationale for the shifts, student impacts, and the overall institutional impact.

### Summary

As noted in the table below, the majority of 2022/23 undergraduate course sections were taught face-to-face, with a slight overall decrease compared to pre-pandemic—81.6% of course sections in 2019/20 compared to 77.6% in 2022/23.

	2019/20	2020/21*	2021/22*	2022/23
Blended or other	1	80		6
Course with field component	15	11	7	6
Face-to-face	4,448	339	3,772	4,367
Face-to-face with some online	25	34	39	47
Fully online	346	4,092	1,153	582
Online with some face-to-face	17	70	61	25
Work term and exchange courses	601	620	602	597
<b>Total</b>	<b>5,453</b>	<b>5,246</b>	<b>5,634</b>	<b>5,630</b>

*Number of undergraduate course sections organized by delivery mode, not including labs or tutorials. Official university data provided by Institutional Planning and Analysis. Note that new definitions came into effect for Winter Session 2022/23; Summer Session 2022/23 (May-August 2022) used the previous course delivery mode definitions. \*All or part of the academic year occurred during the COVID-19 pandemic.*

Requests to change delivery modes were submitted to the deans of most academic faculties, with the majority approved. Rationale for changes from face-to-face to fully online included approved medical accommodations for the instructor, instructor access (e.g., the sessional

instructor for a special topics course or to cover for the regular instructor's leave was only available for online instruction), and to increase student enrolment. In several instances where enrolment was provided as a rationale, one section of the course was offered online and other sections were available in person. This provided options for students and had the positive outcome of increasing enrolments and alleviating waitlists.

Consistent with pre-pandemic patterns, the Faculty of Human and Social Development offered more fully online course sections than other faculties (230 undergraduate sections in 2022/23) and their expertise in distance education is part of their value proposition to students and communities.

**Planned further action**

VPAC will connect with deans on specifics related to their faculties, in support of enrolment objectives and positive student outcomes. Institutional Planning and Analysis can provide leaders with reports and tools to monitor course delivery modes in their units and ensure alignment with faculty and university goals.



**Date:** 18 April 2023  
**To:** Senate  
**From:** Senate Committee on Libraries  
**RE:** **2022/2023 Annual Report**

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The Senate Committee on Libraries (SCL) has met seven times during 2022-2023:

29<sup>th</sup> September 2022  
 20<sup>th</sup> October 2022  
 22<sup>nd</sup> November 2022  
 15<sup>th</sup> December 2022  
 25<sup>th</sup> January 2023  
 23<sup>rd</sup> February 2023  
 22<sup>nd</sup> March 2023

The committee is also due to meet on April 19<sup>th</sup> and May 24<sup>th</sup>, 2023.

In submitting this report, the Chair acknowledges with gratitude the support of Acting University Librarian Lisa Goddard (Fall) and University Librarian Jonathan Bengtson (Spring), secretaries Kaelan Smith and Jennifer Wells (December 2022), and the members of the Committee.

What following describes items that came before the SCL over the course of this academic year.

### **1) Review of Terms of Reference**

Early in the year, the SCL reviewed its Terms of Reference (ToR). Because the SCL ToR have not been updated since 2016, the committee discussed potential changes, though these centred on minor clarifications. The Associate University Secretary advised that all language in our ToR is currently in line with other Committees of Senate, and ultimately no changes were needed. This review was, nonetheless, useful and culminated in consideration (led by Ry Moran) of what changes might be necessary in such documents to bring the University into alignment with the Declaration on the Rights of Indigenous Peoples Act.

### **2) Mearns-McPherson Lobby Renovation**

Renovation of the lobby in the main floor of McPherson/Mearns began in December and will be completed by September 2023. This renovation phase was developed in 2015, alongside planning and seismic updates that need to be done in a phased, multi-decade approach. To mitigate disruptions for students, contractors are doing most of the work at night. There is no change to seating availability during this time — chairs and tables typically near the loan desk have been moved elsewhere. The construction crew has been instructed to be cautious of noise as exam season approaches. The current renovation is the first phase of the longer project, and the second phase will be implementing Indigenous design into the space. Further plans include the design of the Bibliocafe, the main stairwell, and the outside entry to center Indigenous art and history.

### 3) New Initiatives

Members of the SCL were consulted on several Libraries' initiatives this year, as follows:

- In the summer of 2022, the Libraries successfully migrated to a **new service platform** (<https://search.library.uvic.ca/>).
- **"Faculty Success"** an outreach initiative of the 2020 Strategic Communications Committee, tells success stories about Libraries partnerships with faculty research and teaching. 12 researchers from across campus were featured this year ([Partner with UVic Libraries - Faculty & staff - UVic](#)).
- The [research data management strategy](#) is now online. This was mandated by the Tri- Agencies and provides the roadmap to consistent research data management practices.
- **Zoom pods** have been installed in the former periodical reading section on the first floor of McPherson Library. These are a pilot program for the University, eventually being placed in various locations around campus.
- Associate University Librarian Lisa Goddard sits on the **West Shore Campus Library Committee**. Library services will be part of [West Shore campus](#).
- **ChatGPT and AI:** The Libraries continues to engage with development of AI. The LTSI is leading a group on the intersections of AI and teaching (which includes Library rep.), and the University Librarian's lecture on June 2<sup>nd</sup> will also follow this topic.

### 4) Awards and Grants

Guests Samantha MacFarlane and Christine Walde updated the SCL on the Libraries' Grants and Awards Portfolio. The portfolio has grown significantly in the past 10 years, leading to a need to increase internal capacity. Current goals are to formalize processes to increase long-term stability of grants and awards; improve resources for library staff, faculty and students; and to track data for organizational analysis. **Grants** include support for research funding, both internal and external.

Support for Grants involves consulting with researchers, providing guidance on writing applications, providing letters of support and in-kind contributions. Grants also include the Young Canada Works program and Work Study. **Awards** include support for professional recognition, sometimes with monetary value, both internal and external. These can include honorary degrees, UVic-specific awards, and local/provincial/national awards. **Student Awards, Fellowships, and Scholarships** are awarded to recognize student achievement and support student research. These are administered by SAFA and Graduate Studies to promote and advance UVic Libraries' goals and values, with broad campus engagement. The "On The Verge" writing contest is administered in partnership with EQHR: <https://www.uvic.ca/library/about/awards-contests/vergecontest/index.php>.

New role based emails have been created for this portfolio: [librarygrants@uvic.ca](mailto:librarygrants@uvic.ca) for grants, [libraryawards@uvic.ca](mailto:libraryawards@uvic.ca) for awards. Student queries can continue to be sent to [libraryscholarships@uvic.ca](mailto:libraryscholarships@uvic.ca) and the "On the Verge" queries go to [otv@uvic.ca](mailto:otv@uvic.ca). Connect has been updated with resources for those applying for grants or awards as a PI or partner. The site now also identifies resources for grants, awards, and work study and includes spreadsheet of all past grants the Libraries has applied for or been involved with, sample award and grant applications, a calendar with upcoming deadlines. A glossary of common research terms will be added at a later date. The LibGuides have also been revised with a more external focus and identifies resources for specific audiences: students, faculty, librarians/archivists, postdocs. The Grants Resources page can be found here: [Library Services for Grant-Funded Research Projects - University of Victoria \(uvic.ca\)](#).

### 5) Textbooks, e-Books, and Open Access

At the beginning of the academic year, the Chair was informed that a proposal was before to the Committee on Agenda and Governance to establish stats on the cost of textbooks and to consider the role the library can play in increasing the number of Open Access textbooks available to students. The Chair brought a pilot project run by Inba Kehoe to the attention of Committee on Teaching and Learning and the Associate University Secretary: [eTextbooks via UVic Libraries | Open Educational Resources \(OER\)](#). The SCL also heard a presentation by Inba on **Leganto**, part of the ExLibris package purchased by the University: this will be a one-stop location for students to access their course resource list, excluding textbooks purchase from the Bookstore. Leganto will be integrated with Brightspace to allow instructors to add materials to their course list from a variety of sources, making these available both physically and electronically, and ensuring that the documents are accessible. The **Committee for Leganto** includes members from Course Reserves, Library Systems, LTSI Brightspace Admins, UVic Systems, Instructor and Program Coordinators, and began meeting in November. A soft launch is planned for summer 2023 (with Child and Youth Care, Social Work, and Public Admin) and a full launch in the Fall.

Lisa Petrachenko also advised the SCL that in August 2022 the White House Office of Science and Technology updated U.S. policy guidance to make the results of taxpayer-supported research immediately available to the American public at no cost. The benefits are that many publicly-funded articles and data will be available without an embargo by 2025, an improvement of current policy.

Not all publishers are ready for this shift, and the potential impact is a drop in revenue if subscriptions drop. There is a larger conversation to be had about publishing, the responsibility of compliance with new policies, and the difficulties being seen because we are not separating the research process from the dissemination. UVic has discounts with, and is working on transformative agreements with, many US publishers: [funding - University of Victoria \(uvic.ca\)](#).

### 6) Digital Collections, Digital Scholarship Commons, and the Legacy Gallery

Several guests and members appeared before the SCL to address these topics, including Dean Seeman and Karen Dykes on the Libraries' Vault platform for Digital Collections, Matt Huculak and Rich McCue on the work of the Digital Scholarship Commons, and Ry Moran on the Libraries' relationship with the Legacy Gallery in downtown Victoria.

- **Vault** is a digital asset management system with over 11 thousand digital objects in over 80 collections. Vault includes digital resources from UVic Libraries and digitized resources from faculty and community partnerships produced from research. It is a place to explore, and a resource for teaching and research, built on open technology, and following clear metadata principles: standardized but hospitable; alignment with metadata from other collections; machine readable; consistent; faceted search in mind; linked open data.
- **The Digital Scholarship Commons (DSC)** provides access to multimedia tools such as cameras, microphones and 3D printers, along with free workshops to learn how to use supported software and digital tools. There has been steady growth in DSC workshop participants since its conception in 2017. Workshops may also be booked to fill in for classes when instructors are sick or away (the vast majority are taught in for-credit classes). The most popular workshops requested by professors are: Infographics with Canva, Podcasting, Video Editing, Twine: Interactive Narratives, and Data Analysis with Excel (such alternate assignment formats may become more



popular with the rise of ChatGPT and AI tools). The DSC is close to capacity in terms of instructors needed to lead these workshops, but a growing percentage of workshops are now being taught in class by professors using the DSC curriculum. Other DSC Workshops that are popular with students are: 3D Design and Printing, Introduction to Data: Visualization with Tableau, Augmented Reality and 360 Tours, Qualitative Analysis with NVivo, Data Visualization and Mapping, Electronics. All DSC workshops and curriculum are publicly available on the website, and are contributed to the BC Campus Digital Literacy, Knowledge and Skills portal. The DSC also offers Knowledge Mobilization training and support, as well as training in RStudio, Excel, Tableau, NVivo, Taguette, ArcGIS and QGIS. DSC offers non-credit digital badges for successful workshop completion. Over 1,500 badges have been issued since late 2018.

- **Legacy Gallery:** Ry Moran was asked by the Vice President External to assist with a strategic review of the Legacy Art Gallery and collections after the recent retirement of its long-time Director. This is a 4-phase process, of information gathering and formulation, consulting on methodology, engaged dialogue, and a final report with recommendations. The report will be framed around the concept of respectful relationships and the following questions: Where does Legacy come from, where is it going, what is it and why is it here? The report is forming around issues of the location (is the downtown location a strength or a weakness? Is the linked Maltwood Gallery in the lower level of the Library utilized to the full extent?), collections (what UVic materials are stored there, are the repositories suitable, and what about future acquisitions?), academic/scholarly integration (the collections is not used or known as much as it could be), repatriation (what is in the collection, and how did Legacy obtain them, particularly those items that were 'collected' in the 1800s), and clarified scope (what is the Legacy responsible for—though the gallery director has been a PEA position, should it be academic?), and mutual use (are we displaying collection items in the Library with intention? Is Legacy using UVic's collection in its exhibits consistently?).

## 7) Budget and Operations

Over the past few years, the library has been working to close the gap in the acquisitions budget. A substantial portion of the budget goes to purchasing of collections and licenses for users. These are purchased mostly in packages rather than by individual title. The cost of packages inflates at around 3% per year, which in turn shrinks the acquisitions budget if there are no supplements. The other challenge is that these packages from publishers are in USD, as are most items purchased for the University: when the US dollar is strong, purchasing power is low. We are currently keeping an eye on the USD exchange rate. The Libraries are close to budget parity, though the 4% base budget cuts have likely extended the time it will take to reach parity. Nonetheless, the Libraries have received confirmation from the deputy provost that the acquisitions core budget (half of the Libraries' annual budget) will not be affected by the 4% decrease in base budget.

The Libraries have been working closely with Accounting to purchase USD at a fixed rate for the year to ensure price certainty. The University Librarian has been meeting frequently with vested parties to consider pathways through the current 4% budget cut, almost exclusively with open positions and retirement incentives. There are currently five librarian positions open with the hopes of filling them soon if possible. Fewer fines and fewer students printing over the years and especially during the pandemic has left about \$100,000 gap in those line items. Looking for revenue generating opportunities is becoming more necessary. The Libraries' has offered enhance severance to a number of CUPE 951 staff in order to reach the 4% budget reduction. The Libraries have also been able to go through with a few hires that were on hold or cancelled during the hiring freeze with the last round of budget cuts.

Since 2018, the strategic directions of the Libraries has been Open, Engaged, Enduring. The time is approaching for considering what do next. Many things have changed over the past five years — COVID, budget cuts, AI, etc. — and how does the Libraries’ want to move forward in this new phase? Every seven years there is a mandated external review of the Libraries: the next one will fall in 2025. Libraries will use the next 18 months to consult with students and faculty, and identify key strategic goals to meet prior to the review. In anticipation of an external review, the Libraries will also undergo a self-study and then move onto a more robust and longer-term planning process after the external review. The University will be publishing their strategic framework and principles in April, which the Libraries can use as a reference. SCL will be a sounding board to build a two-year plan leading up to an external review before a heavy planning process of a new strategic plan.

## 8) Reconciliation and Indigenization

SCL (and the Libraries) have devoted much time to reconciliation planning and initiatives this year, led by Ry Moran, Associate University Librarian – Reconciliation.

- This year, ***Taapwaywin*, a UVic Libraries Podcast**, was launched. Ry Moran, in collaboration with Karina Greenwood, wrote and produced the podcast, funded through the Strategic Impact Fund. This podcast is grounded in Indigenous perspectives and focused on Indigenous voices. The name *Taapwaywin* is the Michif word for *truth*: the name came to them from Norman Fluery. Karina, Ry, and their team spent five months interviewing thirty- four people across Canada and the world. Over half the interviewees are Indigenous. **Podcast episodes may be accessed here: <https://www.taapwaywin.ca/blog>**
- The Libraries acquired the **Wilton Littlechild Collection**. Littlechild, with whom Ry Moran has had a working relationship with since his time with the TRC, is Cree, a residential school survivor, a lawyer and one of the primary architects on the UNDRIP (The United Nations Declaration of the Rights of Indigenous Peoples). His archives contain records from the mid 1970s to the present, representing over 40 years of international advocacy on the rights of Indigenous Peoples. It is one of the largest collections of international Indigenous law materials in the world. Major series in the collection include the development of various UN Mechanisms including the permanent forum, UNDRIP and the Expert Mechanism; reparation of the constitution and various legal interventions domestically and abroad; Meech Lake; Treaty Rights. Season 2 of the podcast *Taapwaywin* is aiming to focus on the development of UNDRIP, using the archive to guide their work. Special Collections and University Archives is currently coming to the end of an item-level description of **the Wilton Littlechild collection**. The archive consists of 64 boxes.
- On December 15<sup>th</sup>, Ry reminded us of Murray Sinclair’s address at the closing events of the TRC (which happened in Ottawa on December 15<sup>th</sup>, 2015). This speech was played for the members of the SCL to commemorate the 7<sup>th</sup> anniversary of this event and as an introduction to consideration of National Council on Reconciliation – Proposed Legislation (<https://www.parl.ca/legisinfo/en/bill/44-1/c-29>), and a **National Reconciliation Research Strategy**, in response to **TRC Call to Action 65**: “We call upon the federal government, through the Social Sciences and Humanities Research Council, and in collaboration with Aboriginal peoples, post-secondary institutions and educators, and the National Centre for Truth and Reconciliation and its partner institutions, to establish a national research program with multi-year funding to advance understanding of reconciliation.” The Indigenous Leadership Circle in Research is setting Guiding Principles, and Strategic Directions to change how granting is administrated and managed in the country. SSHRC has recently partnered with the Truth and Reconciliation Centre. A schedule of action is contingent on federal budget and funding.

- A **Decolonizing Description Task Group** is currently working on changing the Indigenous headings used for UVic collections. Many unacceptable terms are still used to describe resources by and about Indigenous peoples. The Decolonizing Description Task Group was created a few years ago, with current membership: Ry Moran, Laura Doublet, Jessie Lampreau, Jane Morrison, Pia Russel and Lisa Petrachenko. The Task Group is looking into sustainable solutions to removing disrespectful terminology in UVic's records and setting principles to follow, building the practical and mechanical efforts on top of these (see [Principles of Indigenous Description - Describing Indigenous Resources - LibGuides at University of Victoria Libraries \(uvic.ca\)](#)). Phase 1 of this project has been changing the description *Indians of North America* to *Indigenous peoples*. This is still in line with the Library of Congress Subject Headings system. This has been completed in Vault, UVic Space, AtoM, and ArchiveIt. Phase 2 is changing other *Indian* subject headings such as *Indian Art*, *Indian school children*. These are being examined on an individual bases and replaced with more appropriate headings from the Library of Congress. This has been completed in Vault, UVic Space, AtoM, and ArchiveIt. Phase 3 is names of peoples and communities. The word *Indian* is still a prevalent way of describing communities, which is not representative of what the communities call themselves. Not only is the term outdated, but often nations themselves are utilizing terms consistent with their own histories, and this needs to be accurately described in our databases. Phase 3 work needs to be developed on the basis of community relationships and Indigenous-led. The priority for the Task Group is to create our own local metadata for southern Vancouver Island, going back to individual communities.
- Finally, a posting for the Indigenous Initiatives librarian recently went up. The IIL position will be a limited hire for an Indigenous person.

Respectfully submitted,

**2022/2023 Senate Committee on Libraries**

Adrienne Williams Boyarin (Chair), Humanities

Jonathan Bengtson, University Librarian (*on leave Jul-Dec 2022*)

Deborah Curran, Faculty of Law

Fraser Hof, Faculty of Science

Lisa Goddard, Associate University Librarian (*Acting University Librarian Jul-Dec 2022*)

Inba Kehoe, Librarian selected by Faculty Association Librarians' Committee

Matthew Koch, President's nominee

Sarah Lane, GSS representative

Wency Lum, Associate Vice-President University Systems & CIO University Systems

Martha McGinnis, Faculty of Graduate Studies

Kirk McNally, Faculty of Fine Arts

Simon Minshall, Faculty of Human and Social Development

Ry Moran, Associate University Librarian, Reconciliation

Sylvia Pantaleo, Faculty of Education

Lisa Petrachenko, Associate University Librarian

Oliver Schmidtke, Representative of Council of Centre Directors

Tusa Shea, Division of Continuing Studies

Brian Thom, Faculty of Social Sciences

David Wu, Student Senator

Hao Zhang, Peter B. Gustavson School of Business

Kaelan Smith (Secretary), Library Administration



**Date:** April 19, 2023  
**To:** Senate  
**From:** Senate Committee on Planning  
**Re:** **2022/2023 Annual Report**

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

The Senate Committee on Planning met eight times during 2022-2023:

September 7, 2022  
October 5, 2022  
November 2, 2022  
December 7, 2022  
January 4, 2023  
February 1, 2023  
April 5, 2023  
May 3, 2023

**ACTION ITEMS APPROVED BY SENATE:**

1. That Senate approve the proposal to extend the Approved Centre Status for the Centre for Youth and Society (CFYS) for the 12-month period from July 1, 2022 through June 30, 2023, as described in the memorandum dated March 4, 2022.  
[Approved by Senate at its meeting on May 6, 2022]
2. That Senate approve, and recommend to the Board of Governors that it also approve the proposal to grant School status to the Indigenous Governance Program, as described in the document "Indigenous Governance School Status Proposal".  
[Approved by Senate at its meeting on May 6, 2022]  
[Approved by the Board of Governors at its meeting on May 31, 2022]
3. That Senate approve, and recommend to the Board of Governors that it also approve the proposal to discontinue the combined English Honours and Medieval Studies Minor, as described in the document "Combined English Honours and Medieval Studies Minor-Discontinuation".  
[Approved by Senate at its meeting on October 7, 2022]  
[Approved by the Board of Governors at its meeting on November 29, 2022]
4. That Senate approve the proposal to extend the Approved Centre Status for the Centre for Indigenous Research and Community-led Engagement (CIRCLE), for an 18-month period from June 1, 2023 through November 30, 2024, as described in the memorandum dated June 21, 2022.  
[Approved by Senate at its meeting on October 7, 2022]
5. That Senate approve, and recommend to the Board of Governors that it also approve the proposal to discontinue the Latin American Literary and Cultural Studies program, as described in the document "Discontinuation of Latin American Literary and Cultural Studies".  
[Approved by Senate at its meeting on November 4, 2022]

- [Approved by the Board of Governors at its meeting on November 29, 2022]
6. That Senate approve, and recommend to the Board of Governors that it also approve the proposal to change the name of the Latin American Interdisciplinary Studies program to Latin America Studies, as described in the document "Title Change to LAS Interdisciplinary Program".  
[Approved by Senate at its meeting on November 4, 2022]  
[Approved by the Board of Governors at its meeting on November 29, 2022]
  7. That Senate approve, and recommend to the Board of Governors that it also approve the proposed changes to the Major program in English, as described in the document "English Curriculum Revision".  
[Approved by Senate at its meeting on December 2, 2022]  
[Approved by the Board of Governors at its meeting on January 31, 2023]
  8. That Senate approve, and recommend to the Board of Governors that it also approve the proposed changes to the Honours program in English, as described in the document "English Curriculum Revision".  
[Approved by Senate at its meeting on December 2, 2022]  
[Approved by the Board of Governors at its meeting on January 31, 2023]
  9. That Senate approve, and recommend to the Board of Governors that it also approve the proposed changes to the Minor program in English, as described in the document "English Curriculum Revision".  
[Approved by Senate at its meeting on December 2, 2022]  
[Approved by the Board of Governors at its meeting on January 31, 2023]
  10. That Senate approve, and recommend to the Board of Governors that it also approve the proposal to add a new stream in Master of Business Administration in Advancing Reconciliation to the existing Master of Business Administration program, as described in the document "Master of Business Administration in Indigenous Reconciliation", and that this approval be withdrawn should the program not be offered within five years of the granting of approval.  
[Approved by Senate at its meeting on December 2, 2022]  
[Approved by the Board of Governors at a special meeting of the Board on December 13, 2022]
  11. That Senate approve, and recommend to the Board of Governors that it also approve the proposal to make changes to and change the name of the combined Computer Science and Statistics Major and Honours programs to Data Science program, as described in the document "Change CSC/STAT combined programs to Data Science".  
[Approved by Senate at its meeting on December 2, 2022]  
[Approved by the Board of Governors at its meeting on January 31, 2023]
  12. That Senate approve the proposed changes to the Major program in Pacific and Asian Studies, as described in the document "Updating Undergraduate Major & Honours in Pacific and Asian Studies".  
[Approved by Senate at its meeting on December 2, 2022]
  13. That Senate approve the proposed changes to the Honours program in Pacific and Asian Studies, as described in the document "Updating Undergraduate Major & Honours in Pacific and Asian Studies".  
[Approved by Senate at its meeting on December 2, 2022]
  14. That Senate approve, and recommend to the Board of Governors that it also approve the proposal to establish an undergraduate certificate in Media Studies, as described in the document "Media Studies", and that this approval be withdrawn should the program not be offered within five years of the granting of approval.  
[Approved by Senate at its meeting on December 2, 2022]  
[Approved by the Board of Governors at its meeting on January 31, 2023]
  15. That Senate approve, and recommend to the Board of Governors that it also approve the proposal to

discontinue the Combined Major in French and English Canadian Literature, as described in the document "Discontinuance of the Combined Major in French and English Canadian Literature".

[Approved by Senate at its meeting on January 6, 2023]

[Approved by the Board of Governors at its meeting on January 31, 2023]

16. That Senate approve, and recommend to the Board of Governors that it also approve the proposed changes to the Master of Arts in English program, as described in the document "Department of English Course Offering Changes".

[Approved by Senate at its meeting on January 6, 2023]

[Approved by the Board of Governors at its meeting on January 31, 2023]

17. That Senate approve, and recommend to the Board of Governors that it also approve the proposed changes to the Doctor of Philosophy in English program, as described in the document "Department of English Course Offering Changes".

[Approved by Senate at its meeting on January 6, 2023]

[Approved by the Board of Governors at its meeting on January 31, 2023]

18. That Senate approve, and recommend to the Board of Governors that is also approve, the proposal to establish a Doctor of Philosophy in Indigenous Governance, as described in the document "PhD in Indigenous Governance", and that this approval be withdrawn should the program not be offered within five years of the granting of approval.

[Approved by Senate at its meeting on January 6, 2023]

[Approved by the Board of Governors at its meeting on January 31, 2023]

19. That Senate approve, and recommend to the Board of Governors that it also approve the proposal to add a new stream in Master of Business Administration in Sustainable Innovation to the existing Master of Business Administration program, as described in the document "Master of Business Administration in Sustainable Innovation".

[Approved by Senate at its meeting on January 6, 2023]

[Approved by the Board of Governors at its meeting on January 31, 2023]

20. That Senate approve, and recommend to the Board of Governors that it also approve the proposal to add a new stream in Master of Business in Strategic Leadership to the existing Master of Business program, as described in the document "Master of Business Administration in Strategic Leadership".

[Approved by Senate at its meeting on January 6, 2023]

[Approved by the Board of Governors at its meeting on January 31, 2023]

21. That Senate approve, and recommend to the Board of Governors that it also approve the proposal to establish a certificate in Transformative Climate Action, as described in the document "Certificate in Transformative Climate Action" effective September 2023, and that this approval be withdrawn should the program not be offered within five years of the granting of approval.

[Approved by Senate at its meeting on February 3, 2023]

[Approved by the Board of Governors at its meeting on March 28, 2023]

22. That Senate approve, and recommend to the Board of Governors that it also approve the proposal to establish an option in Applied Mathematics to the existing Major and Honours programs in Mathematics, as described in the document "Applied Mathematics Option" effective September 2023, and that this approval be withdrawn should the program not be offered within five years of the granting of approval.

[Approved by Senate at its meeting on February 3, 2023]

[Approved by the Board of Governors at its meeting on March 28, 2023]

23. That Senate approve, and recommend to the Board of Governors that it also approve the proposal to establish a French language taught cohort in the existing Elementary Post-degree Program Bachelor of Education Program, as described in the document "Francophone and French Immersion Cohort Post-Degree Program Elementary B.Ed." effective September 2023.

[Approved by Senate at its meeting on February 3, 2023]  
 [Approved by the Board of Governors at its meeting on March 28, 2023]

24. That Senate approve, and recommend to the Board of Governors that it also approve the proposal to establish a Bachelor of Arts in Indigenous Language Proficiency, as described in the document “Bachelor of Arts in Indigenous Language Proficiency” effective September 2023, and that this approval be withdrawn should the program not be offered within five years of the granting of approval.  
 [Approved by Senate at its meeting on February 3, 2023]  
 [Approved by the Board of Governors at its meeting on March 28, 2023]
25. That Senate approve, and recommend to the Board of Governors that it also approve the proposal to establish a Minor in Applications of Psychology and Leadership, as described in the document “Minor in Applications of Psychology and Leadership”, and that this approval be withdrawn should the program not be offered within the five years of the granting of approval.  
 [Approved by Senate at its meeting on March 3, 2023]  
 [Approved by the Board of Governors at its meeting on March 28, 2023]
26. That Senate approve the proposed changes to the Master of Nursing in Advanced Practice Leadership and the Master of Nursing Nurse Educator options, as described in the document “Master of Nursing: APL and NUED thesis option” effective September 2023.  
 [Approved by Senate at its meeting on March 3, 2023]
27. That Senate approve the proposed changes to the Master of Nursing Nurse Practitioner program, as described in the document “MN/NP Program – Changes in course sequencing & combined two old courses into one new course” effective September 2023.  
 [Approved by Senate at its meeting on March 3, 2023]
28. That Senate approve, and recommend to the Board of Governors that it also approve the proposal to establish a Certificate in Nursing Education, as described in the document “Certificate in Nursing Education” effective September 2023, and that this approval be withdrawn should the program not be offered within five years of the granting of approval.  
 [Approved by Senate at its meeting on March 3, 2023]  
 [Approved by the Board of Governors at its meeting on March 28, 2023]
29. That Senate approve the proposed change to the Master of Arts in Cultural, Social and Political Thought program, as described in the document “Cultural, Social and Political Thought (CSPT) MA Degree Change” effective September 2023.  
 [Approved by Senate at its meeting on March 3, 2023]
30. That Senate approve, and recommend to the Board of Governors that it also approve the proposal to establish a Staged Voice stream in the existing Master of Music Performance Option, as described in the document “Master’s in Music Performance – Staged Voice” effective September 2023, and that this approval be withdrawn should the program not be offered within five years of the granting of approval.  
 [Approved by Senate at its meeting on March 3, 2023]  
 [Approved by the Board of Governors at its meeting on March 28, 2023]
31. That Senate approve the proposed changes to the Honours program in French and Francophone Studies, as described in the document “Changes to the Honours Program in French and Francophone Studies” effective September 2023.  
 [Approved by Senate at its meeting on March 3, 2023]

**ACTION ITEMS THAT ARE PENDING REVIEW BY SENATE in 2022-2023:**

1. That Senate approve the proposal to extend the Approved Centre Status for the Centre for Youth and Society (CFYS), for a six month period from June 30, 2023 through December 31, 2023, as described

in the memorandum dated March 23, 2023.

**ACTION ITEMS THAT ARE PENDING REVIEW BY SENATE COMMITTEE ON PLANNING 2022-2023:**

**PROGRAM PROPOSALS FORWARDED TO THE MINISTRY'S POST-SECONDARY INSTITUTION PROPOSAL SYSTEM (PSIPS) FOR 30-DAY PEER REVIEW:**

1. On March 29, 2023, the proposal to establish a Doctor of Philosophy in Indigenous Governance was submitted to the Ministry of Post-Secondary Education and Future Skills for review and approval. At the time of this report, final approval had not been received.
2. On March 29, 2023, the proposal to establish a Minor in Applications of Psychology and Leadership was submitted to the Ministry of Post-Secondary Education and Future Skills for review and approval. At the time of this report, final approval had not been received.
3. On March 29, 2023, the proposal to establish a Bachelor of Arts in Indigenous Language Proficiency was submitted to the Ministry of Post-Secondary Education and Future Skills for review and approval. At the time of this report, final approval had not been received.

**FULL PROGRAM PROPOSALS STATUS REPORT:**

1. On March 30, 2022, the proposal to establish a Bachelor of Science in Climate Science was submitted to the Ministry of Advanced Education, Skills and Training for review and approval. On November 9, 2022, the University of Victoria was granted approval to offer the degree under section 48(2) of the University Act.
2. On March 30, 2022, the proposal to establish a Minor in Indigenous Community Development and Governance was submitted to the Ministry of Advanced Education, Skills and Training for review and approval. On July 5, 2022, the University of Victoria was granted approval to offer the Minor under section 48(2) of the University Act.
3. On June 22, 2022, the proposal to establish a Bachelor of Arts in Music was submitted to the Ministry of Advanced Education, Skills and Training for review and approval. On November 9, 2022, the University of Victoria was granted approval to offer the degree under section 48(2) of the University Act.

**OTHER BUSINESS:**

At its meeting on November 2, 2022, the Senate Committee on Planning considered, and provided feedback on the proposed changes to Policy AC1135 for the Establishment of Certificate and Diploma Programs to include micro-certificate programs. Section 5.2 of the proposed revisions to Policy AC1135 states that "Senate Committee on Planning has the delegated authority to approve for-credit micro-certificate programs and will provide a regular annual report to Senate and the Board of Governors." As such, the terms of reference for the Senate Committee on Planning will require revisions to reflect this. The policy is currently undergoing consultation and is expected to be submitted to Senate in May 2023 together with the draft revised terms of reference.

*Respectfully submitted,*

**2022-2023 Senate Committee on Planning**

Dr. E. Adjin-Tettey (Chair)	Acting, Associate Vice-President Academic Programs
Dr. E. Baboula	Faculty of Fine Arts
Dr. A. Boudreault-Fournier	Faculty of Social Sciences
Dr. A. Brolo	Department of Chemistry
Ms. H. Brown	Student Senator



Dr. J. Clarke	Division of Continuing Studies
Dr. A. Con	School of Music
Ms. A. Giles	Executive Director, Co-op. Education & Career Services
Dr. R. Hicks	Dean, Faculty of Graduate Studies
Dr. C. Holder	Department of Philosophy
Dr. S. Hundza	School of Exercise Science, Physical and Health Education
Ms. A. Jackson	UVSS Representative
Dr. M. Lawrence	Faculty of Law
Dr. A. Lepp	Faculty of Humanities
Dr. K. Li	Department of Electrical and Computer Engineering
Dr. C. Milton	Associate Vice-President Research
Dr. U. Mueller	Department of Psychology
Dr. M. Ryan	Faculty of Human and Social Development
Ms. A. Saab	Associate University Secretary
Ms. W. Taylor	Acting Registrar
Dr. J. Zhang	Peter B. Gustavson School of Business
Ms. S. Duggan (Secretary)	Office of the Vice-President Academic and Provost



**Date:** April 19, 2023  
**To:** Senate  
**From:** Senate Committee on Planning  
**Re:** **Proposal to extend the Approved Centre Status for the Centre for the Centre for Youth and Society (CFYS)**

---

At its meeting on April 5, 2023, the Senate Committee on Planning considered the proposal to extend the Approved Centre Status for the Centre for Youth and Society (CFYS).

The centre status is scheduled to expire on June 30, 2023. The Centre has just completed its five-year external review and the Office of the Vice President Research and Innovation (OVPRI) is requesting a six-month extension in order to address the needs of the centre, its continued operation and the larger UVic research and academic landscape of youth studies.

**The following motion is recommended:**

Motion: that Senate approve the proposal to extend the Approved Centre Status for the Centre for Youth and Society (CFYS), for a six-month period from June 30, 2023 through December 31, 2023, as described in the memorandum dated March 23, 2023.

Respectfully submitted,

**2022-2023 Senate Committee on Planning**

Dr. Elizabeth Adjin-Tettey, Chair	Dr. Michelle Lawrence
Dr. Evanthia Baboula	Dr. Annalee Lepp
Dr. Alexandre Brolo	Dr. Kin Fun Li
Ms. Hannah Brown	Dr. Cynthia Milton
Dr. Jo-Anne Clarke	Dr. Ulrich Mueller
Dr. Adam Con	Dr. Maureen Ryan
Ms. Andrea Giles	Ms. Ada Saab
Dr. Robin Hicks	Ms. Wendy Taylor
Dr. Cindy Holder	Dr. Jie Zhang
Dr. Sandra Hundza	Ms. Sandra Duggan (Secretary)
Ms. Alyssa Jackson	



## MEMORANDUM

**DATE:** March 23, 2023

**TO:** Dr. Elizabeth Adjin-Tettey; Chair, Senate Committee on Planning

**FROM:** Dr. Cynthia Milton, Associate Vice President Research

**RE:** Centre for Youth and Society (CFYS) - **Request for Approved Centre Status Extension**

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I am writing under the delegated authority of the Vice-President Research & Innovation. Dr. Lisa Kalynchuk has reviewed and is agreement with this recommendation.

The centre status of the Centre for Youth and Society (CFYS) is scheduled to expire on June 30, 2023 in adherence with University of Victoria policy number RH8300, *Establishment, Review, and Closure of Research Centres*. The CFYS is under the directorship of Dr. Frederick Grouzet.

The CFYS has recently completed its five-year external evaluation of the centre. The Office of the Vice-President Research and Innovation is presently considering best options moving forward. In order to address the needs of the centre, its continued operation and the larger UVic research and academic landscape of youth studies, we are requesting a further six-month extension of the Centre's approval status, from June 30, 2023 until December 31, 2023.

I therefore request that the Senate Committee on Planning recommend the following motion to Senate:

*That the Senate Committee on Planning recommends that Senate extend for 6 months the Approved Centre Status for the Centre for Youth and Society until December 31, 2023.*



# MEMO

## Office of the University Secretary

Michael Williams Building A138  
Victoria British Columbia Canada  
250-721-8102 |  
usec2@uvic.ca | uvic.ca/universitysecretary/

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**Date:** April 19, 2022

**To:** Members of Senate

**From:** *Ad Hoc* Senate Committee to Review the Convocation Roll Composition

**Re:** Proposed Changes to the Convocation Roll Composition

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### Background

The composition of the University's Convocation is set out under the University Act. The Office of the University Secretary is responsible for maintaining and updating the Convocation Roll and facilitates the election of four (4) convocation members to Senate every three (3) years.

The University Act includes a provision for additional Convocation Roll members as decided by an institution's Senate. Revisions to the categories added to the composition of the Convocation by UVic's Senate occurred last in 2000.

In February 2023 the University Secretary struck an *ad hoc* committee to review the segment of the Convocation Roll determined by the Senate. The committee reviewed the existing categories for relevancy as well as operational considerations and is recommending revisions.

### Existing Composition

As per Section 5 of the University Act, the composition of the Convocation is:

- a) the Chancellor, who is the Chair
- b) the President
- c) the members of the Senate
- d) all faculty members
- e) all persons who are graduates of the University
- f) all persons who are added to the roll of the Convocation by the Senate (see below)
- g) all persons not previously referred to in this section who are named on the roll of Convocation immediately before July 4, 1974.

Resolutions of Senate as per s.5(f) above were adopted in 1971, 1973, 1975, 1979, and 2000 and add the following categories to the composition:

- i) The Chancellor and President remain automatically on the Roll upon termination of their office.
- ii) Retiring members of Senate remain automatically on the Roll upon termination of their term.
- iii)
  - a. The names of full-time faculty members remain automatically on the Roll when they retire or take long-term disability.
  - b. The names of full-time faculty members are deleted from the Roll when their term of appointment expires, unless they have held a full-time appointment for four years, and they request within 3 months of termination to remain on the Roll.
- iv) All persons who have completed, in satisfactory standing, at least one full year of Victoria College, prior to the founding of the University of Victoria in 1963.
- v) Members of the Board of Governors are added to the Roll and remain on the Roll automatically upon termination of their appointment.
- vi) Employees who are not faculty members, hold a university degree and have been employed on a full-time basis for at least 1 year. The names of such persons are deleted from the Roll when their term of appointment is terminated, unless they have held a full-time appointment for 4 years and request within 3 months of termination to remain on the Roll.

### **Process and Recommended Revisions**

The *Ad Hoc* Senate Committee reviewed and assessed the principles underlying the establishment of each of the categories as well as the operational considerations in collecting data to populate the categories based on the existing parameters. Principles included the continued participation of members of governing bodies and the President and Chancellors, acknowledgement of the relationship between the institution and our faculty and staff, and ensuring that the category descriptions for long serving staff reflected their contribution and commitment to the academic standing of the university.

The committee then considered the implications of revising the categories in relation to the principles. They determined that changes to provide more clarity on the category parameters, to establish more consistency across the categories, and to facilitate greater operational efficiency, were appropriate.

The following revisions to the additional categories of the Convocation Roll are recommended:

- i) The Chancellor and President remain on the Roll after their term of office concludes.
- ii) Members of Senate remain on the Roll after their term concludes.
- iii) Faculty members remain on the Roll upon retirement.
- iv) All persons who have completed, in satisfactory standing, at least one full year of Victoria College, prior to the founding of the University of Victoria in 1963 are added to the Roll.

- v) Members of the Board of Governors are added to the Roll and remain on the Roll when their appointment to the Board expires.
- vi) Current non-faculty employees who have been employed on a full-time basis for at least 1 year are added to the Roll and remain on the Roll upon retirement.

**Recommended motion:**

That Senate approve the revised composition for the Convocation Roll as recommended by the *Ad Hoc* Senate Committee to Review the Convocation Roll Composition.

**Committee Members**

Marion Buller, Chancellor (Chair)  
Alivia Wang, Convocation Senator  
Annalee Lepp, Chair, Convocation Committee  
Ashmita Grewal, Student Senator  
Jennifer White, Faculty Member Senator  
Carrie Andersen, University Secretary



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**Date:** April 19, 2023  
**To:** Members of Senate  
**From:** Lisa Kalynchuk, Vice-President Research & Innovation  
**Re:** *Annual report to Senate on UVic-approved research centre approvals, renewals and closures*

---

On October 3, 2014, Senate approved the reporting on UVic research centres' establishment, renewal and non-renewal (closure). This new reporting process was initiated to align practices with procedure and to give Senate members an annual overview of research centre activities. It was agreed that the Vice-President Research & Innovation would report annually to the Senate (in May) and the Board of Governors (in June) on the establishment, renewal and closure of UVic-approved research centres rather than doing so on an ad-hoc basis.

The 2022-23 annual report is appended here (Attachment A) for the information of Senate members, along with the approval authorities (Attachment B) and list and description of current centres (Attachment C).

## ANNUAL REPORT TO BOARD 2022/23

### Establishment, renewal and closure of UVic-approved research centres

The purpose of this annual report is to provide Senate with information about the establishment, renewal and closure of UVic-approved centres.

#### ESTABLISHMENT OF NEW RESEARCH CENTRES

There were no new research centres established in the 2022-23 academic year.

#### REVIEW OF EXISTING CENTRES

##### Inter-institutional

No inter-institutional research centres were reviewed in the 2022-23 academic year.

##### Multi-faculty

##### Centre for Youth and Society (CFYS)

An external review of the CFYS was conducted on campus on January 25-26, 2023. On the recommendation of the Senate Committee on Planning from the meeting of April 5, 2023, the request was made to extend the approved centre status of CFYS for six months (until December 31, 2023) to allow adequate time to address the external review report.

##### Centre for Indigenous Research and Community-Led Engagement (CIRCLE)

On the recommendation of the Senate Committee on Planning from the meeting of September 7, 2022, the request to extend the approved centre status of CIRCLE until November 30, 2024 was granted by Senate at the meeting on October 7, 2022. The Centre is presently under a reorganization as to align better with the new VP Indigenous portfolio.

##### Inter-faculty

No inter-faculty research centres were reviewed in the 2022-23 academic year.



**Intra-faculty**

**Victoria Subatomic Physics & Accelerator Research Centre (VISPA)**

VISPA conducted an external evaluation on November 17 and 24, 2022. On the recommendation of the Dean of Science, the Vice-President Research and Innovation has approved the renewal of the centre-status of VISPA for a further five-year term to June 30, 2027.

**MAJOR CHANGES TO EXISTING RESEARCH CENTRES**

No major changes to existing research centres occurred in the 2022-23 academic year.

**DISESTABLISHMENT / CLOSURE OF EXISTING RESEARCH CENTRES**

No centres were closed in the 2022-23 academic year.

### UVIC-APPROVED RESEARCH CENTRES

Approval levels for establishment, renewal and closure (as required by policy/procedures RH8300)

ACTIONS					
	Dean(s)	VPR	SCP	Senate	BOG
<b>Establishment of new centres</b>					
Inter-institutional	consult	recommend	recommend	recommend	<b>approve</b>
Multi-faculty	consult	recommend	recommend	<b>approve</b>	information
Inter-faculty	recommend	<b>approve</b>	information	information	information
Intra-faculty	<b>approve</b>	information		information	information
<b>Renewal/closure/disestablishment of existing centres</b>					
<b>Inter-institutional</b>					
<a href="#">Pacific Institute for Climate Solutions</a> (PICS)	consult	recommend	recommend	recommend	<b>approve</b>
<b>Multi-faculty</b>					
<a href="#">Canadian Institute for Substance Use Research</a> (CISUR)					
<a href="#">Centre for Advanced Materials and Related Technology</a> (CAMTEC)					
<a href="#">Centre for Asia Pacific Initiatives</a> (CAPI)					
<a href="#">Centre for Global Studies</a> (CFGS)					
<a href="#">Centre for Indigenous Research and Community-Led Engagement</a> (CIRCLE)					
<a href="#">Centre for Studies in Religion and Society</a> (CSRS)					
<a href="#">Centre for Youth and Society</a> (CFYS)					
<a href="#">Institute for Integrated Energy Systems</a> (IESVic)					
<a href="#">Institute on Aging and Lifelong Health</a> (IALH)					
<b>Inter-faculty</b>					
None at present	recommend	<b>approve</b>	information	information	information
<b>Intra-faculty</b>					
<a href="#">Astronomy Research Centre</a> (ARC)	<b>approve</b>	information		information	information
Institute for Applied Data Analytics (Matrix Institute)					
<a href="#">Centre for Forest Biology</a> (FORB)					
<a href="#">Centre for Social and Sustainable Innovation</a> (CSSI)					
<a href="#">Victoria Subatomic Physics and Accelerator research Centre</a> (VISPA)					

## BACKGROUND INFORMATION ON UVIC-APPROVED RESEARCH CENTRES

UVic Research centres are entities made up of **a group of faculty members who collaborate on shared areas of research**. Their work provides added value over and above individual research programs. UVic encourages the establishment of research centres that will enhance and facilitate disciplinary and interdisciplinary research collaboration, knowledge transfer and training. UVic's institutional research centres are central to our efforts to raise the profile of our research enterprise and assert our strengths within a global arena. At UVic, the guidelines for establishing a Research Centre are listed in the policy on [Establishment and Review of Research Centres \(and Associated Procedures\)](#) RH8300, and include:

- a) Promote and facilitate collaborative and/or interdisciplinary research and enhancement of research networking capacity and infrastructure.
- b) Increase and effectively manage the resources and research support for its members and the wider university community.
- c) Provide education and training in research and related skills, especially for graduate and undergraduate students and thereby enhance the academic programs of their constituent academic units.
- d) Contribute to the university's strategic educational and research missions and to support synergies between research, teaching and learning.
- e) Transfer and mobilize knowledge gained through research for the benefit of society, via a variety of mechanisms as appropriate.
- f) Enhance the reputation of its members, the constituent academic units, and the university through the quality of its work.

UVic currently has 15 research centres, 10 of which report to the Vice-President Research (currently delegated to the Associate Vice-President Research) and the rest reporting to a Dean or Deans.

The administrative requirements, approval and renewal processes, breadth of activities, and other aspects of research centres occur along a continuum that is proportionate to the breadth of their academic constituencies. This proportionality is primarily based on the location of the majority of the membership and activities of the centre and approximately parallels a department-faculty-university structure. Information about the UVic-approved research centres is listed under their categories below. More information can be found on the Research website:

<https://www.uvic.ca/research/learnabout/home/centres/index.php>

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**INTER-INSTITUTIONAL** - membership and activities between multiple universities

### **Pacific Institute for Climate Solutions (PICS)**

**Date of establishment:** 11 March 2008

**Name of Director:** Dr. Ian Mauro

The mission of PICS is to partner with governments, the private sector, other researchers and civil society in order to undertake research on, monitor and assess the potential impacts of climate change and to develop and promote viable mitigation and adaptation options to better inform climate change policies and actions. The new PICS Executive Director began on 1 November 2022.

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**MULTI-FACULTY** - membership and activities normally between 3 or more faculties

**[Canadian Institute for Substance Use Research \(CISUR\) \(formerly CARBC\)](#)**

**Date of establishment:** 1 April 2003

**Director:** Dr. Tim Naimi

CISUR's mandate involves the study of psychoactive substance use, with particular attention to the exploration of ways to minimize negative impacts on individuals and society. Substance use, like other human behaviours, is influenced by multiple factors: personal, social and environmental. Effectively addressing the negative impacts requires understanding the various factors that influence substance use and that contribute to the differential impact of that use (positive or negative).

**[Centre for Advanced Materials and Related Technology \(CAMTEC\)](#)**

**Date of establishment:** 1 November 1992

**Director:** Dr. Rishi Gupta (Acting)

CAMTEC is a research centre committed to interdisciplinary work on advanced materials and technology. CAMTEC's objectives are to carry out fundamental and applied research in advanced materials, to train technical and academic personnel in these areas, and to disseminate the knowledge gained from the research through scientific publications, conferences, workshops and seminars. The search is underway to appoint the next CAMTEC Director.

**[Centre for Asia Pacific Initiatives \(CAPI\)](#)**

**Date of establishment:** 1 April 1989

**Director:** Dr. Pooja Parma (Acting)

The Centre's primary mandate is to conduct and facilitate research on policy issues related to the Asia-Pacific region. In addition, the Centre serves as a regional research facility to UVic and to the larger community.

**[Centre for Global Studies \(CFGS\)](#)**

**Date of establishment:** 1 July 2000

**Director:** Dr. Oliver Schmidtke

CFGS is committed to fostering reflection on the complex array of social forces associated with an increasingly interconnected world characterized by new forms of economic activity, artistic production, politics, media, nationalism, ethnicity, spirituality and community that increasingly transcend local, national and regional boundaries.

**[Centre for Indigenous Research and Community-Led Engagement \(CIRCLE\)](#)**

**Date of establishment:** 1 June 2008

**Director:** Dr. Heidi Stark

The mandate of CIRCLE involves providing opportunities for collaborative Indigenous research development and implementation as well as capacity development and support for diverse Indigenous and allied research partners. The Centre also facilitates and supports the development, implementation and utilization of Indigenous research that is interdisciplinary, inter-institutional and community-led.

**[Centre for Studies in Religion and Society \(CSRS\)](#)**

**Date of establishment:** 1 April 1991

**Director:** Dr. Katherine Chan (Acting)

CSRS is a leading centre in Canada for scholarly interdisciplinary research on the intersection of religion and public life. The Centre hosts several national public policy research networks, sponsors visiting fellowships for senior and junior scholars and members of the community, and produces a dynamic annual program of public lectures and seminars.

**[Centre for Youth and Society \(CFYS\)](#)**

**Date of establishment:** 1 April 2002

**Director:** Dr. Fred Grouzet

CFYS aims to promote the well-being of youth from diverse social, economic and ethnic backgrounds across developmental transitions and in evolving societal circumstances. The core mandate of the Centre is to promote research and action that contribute to the well-being of youth, while offering the larger community a hub for dialogue in the form of seminars and workshops. Upon the recommendation of the Office of Vice-President Research & Innovation, Dr. Grouzet's directorship of CFYS has been extended for to December 31, 2023.

**[Institute on Aging and Lifelong Health \(IALH\)](#)**

**Date of establishment:** 1 May 1993

**Director:** Dr. Nathan Lachowsky (acting)

IALH's mandate is to promote and conduct basic and applied research throughout the lifespan. Research is conducted in partnership with seniors, their families, organizations, health care providers and the government. The research conducted includes needs assessments and social surveys, experimental research, program evaluations, development of clinical diagnostic tools and social policy research, some of which is conducted using the Survey Research Centre.

**[Institute for Integrated Energy Systems \(IESVic\)](#)**

**Date of establishment:** 1 February 1994

**Director:** Dr. Curran Crawford

IESVic is unique in wide-ranging approach to sustainable energy research. The Institute's work involves strategic clean technologies, electrification and system integration, built environment, energy-economy-policy modeling and integrated planning for water-energy-land systems. IESVic provides leadership at the University of Victoria in the study of critical energy issues, human dimensions of energy, education and training, and works closely with industry, not-for-profits and government.

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**INTER-FACULTY** - membership and activities normally between 2 faculties

None at present.

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**INTRA-FACULTY** - membership and activities normally within a single department, a non-departmentalized Faculty, or between departments in a single faculty

**[Astronomy Research Centre \(ARC\)](#)**

**Date of establishment:** 1 April 2015

**Faculty:** Science

**Director:** Dr. Kim Venn

ARC brings together world-renowned researchers with the expertise to answer many basic questions about our universe. UVic scientists work closely with colleagues at the nearby [NRC Herzberg Astronomy and Astrophysics Centre](#) and at the [TRIUMF Laboratory](#) to form one of the largest concentrations of astronomy talent in Canada. Members are engaged in research ranging from observational planetary and stellar astrophysics, to computational astrophysics and cosmology, and observational galactic and extra-galactic astronomy. ARC is also involved in the development of some of the next-generation astronomical facilities, including the Thirty Meter Telescope, and leading-edge technologies such as high contrast imaging and adaptive optics.

### **[Centre for Forest Biology \(FORB\)](#)**

**Date of establishment:** 10 December 1990

**Faculty:** Science

**Director:** Dr. Patrick von Anderkas (Acting)

FORB carries out fundamental and applied research in forest biology as well as trains graduate students and postdoctoral fellows. Research projects emphasize the adaptations of trees and their interactions with the environment, forming an integral part of climate solutions and mitigation.

### **[Centre for Social and Sustainable Innovation \(CSSI\)](#)**

**Date of establishment:** January 2011

**Faculty:** Business

**Director:** Dr. Natalie Slawinski

CSSI is powered by the constantly charging battery of action, ideas and research housed at the Peter B. Gustavson School of Business. The Centre's goal is to open a door to the array of resources that help students, faculty and staff incorporate all kinds of sustainability into their studies, careers and lives. Business leaders can learn how research affects their industries, enlist students for creative sustainability solutions and speak in UVic classes about their field experiences.

### **[Institute for Applied Data Analytics \(Matrix Institute\)](#)**

**Date of establishment:** April 2018

**Faculty:** Engineering

**Name of Director:** Dr. Neil Ernst

The Institute for Applied Data Analytics (known as the Matrix Institute) looks to coordinate, expand research capacity and enhance the UVic brand as a world-class destination for research and teaching in leading-edge Data Science. The Institute engages a broad spectrum of experts from diverse disciplines, including law, business, science, healthcare and social sciences to address vital social and public policy issues related to security, privacy, economics, environment and the impact of data-driven technology on society.

### **[Victoria Subatomic Physics and Accelerator Research Centre \(VISPA\)](#)**

**Date of establishment:** January 2011

**Faculty:** Science

**Name of Director:** Dr. Randall Sobie

VISPA brings together people with the skills and expertise to investigate the fundamental constituents of the universe. VISPA members collaborate on leading international particle physics experiments, share computing and laboratory resources, jointly support and manage technical staff, provide a natural home for adjunct faculty from other institutions, and support high quality graduate and post-doctoral training.



**President and Vice-Chancellor**

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# MEMO

Date: April 19, 2023

To: Members of Senate

From: Kevin Hall, President and Vice-Chancellor

RE: **2022 Annual Policy Report**

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The Policy on University Policies and Procedures (GV0100) calls for the President to report annually to the Senate and the Board of Governors on university policies developed and reviewed during the previous year.

The 2022 Policy Annual Report captures university policy activities and accomplishments in the 2022 calendar year, and outlines policy activities and priorities for 2023.

More information about university policies can be found on the University Secretary's website at [www.uvic.ca/universitysecretary/policies](http://www.uvic.ca/universitysecretary/policies).

Attached for Senate's information is the 2022 Policy Annual Report. This report will also be presented to the Board of Governors at their meeting on May 29, 2023.



**University  
of Victoria**

**Date:** April 19, 2023

**To:** Members of the Board of Governors and Senate

**From:** Kevin Hall  
President and Vice-Chancellor

**Re:** 2022 University Policy Annual Report

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### **Introduction**

Policies are core governing documents for the university. Good policies help the university achieve its strategic priorities, operate according to its values, and reduce risk.

The *Policy on University Policies and Procedures* ([GV0100](#)) was approved by Senate and the Board of Governors to establish a consistent framework for developing and reviewing university policies and procedures. The goal is to create and maintain user-friendly policies and procedures that are current and relevant to the needs of the university community.

The Policy on University Policies and Procedures states that:

*The President will report annually to the Board of Governors and the Senate on University Policies developed and reviewed during the year and the action taken or recommended. (section 20.00)*

This report responds to the above requirement.

### **Policy Renewal**

University policy renewal is guided by an institutional commitment to have current and relevant policies, and by direction from the BC Auditor General that emphasized the importance of up-to-date institutional policies for effective governance and risk avoidance.



## The University Secretary's Role

The University Secretary's Office (USEC) supports the university executive team to develop and maintain policies within their respective portfolios, and acts as a resource to Designated Executive Officers (DEOs) for policy drafting, research, development and review, and benchmarking. USEC ensures that policy changes are consistent with other policies and with the university's policy framework.

## **Policy Highlights from 2022**

### COVID-19 Regulations

The *COVID-19 Vaccination Status Declaration Procedure* was revised in January after the university's rapid test program ended. A new procedure was added in February to cover the vaccine procedures for employees hired after February 14, 2022.

As public health restrictions eased over the subsequent months, the university rescinded its temporary COVID-19 response procedures. The *Mask Protocol Acknowledgement and Exemption Procedure* was removed on March 7; the *Vaccine Status Declaration Procedure* was removed on June 14; and the *Vaccination Procedure for New Employees* was removed on July 11.

### Policy Renewals and Developments

The *Hospitality Expenditures* policy was updated with new electronic expense submission processes and revised price caps for functions involving external guests. The *Risk Management Policy* was overhauled into an *Enterprise Risk Management Policy*, in keeping with industry best practices. The *Political Leave* policy review was completed, aligning UVic's policy with election law and with policies at peer institutions. The *Internal Audit* policy received minor updates consistent with best practices in internal audit.

New provisions for Indigenous naming were added to the *Naming of Facilities and Physical Assets* policy. The Vice-President Indigenous, in consultation with local communities, worked with the Vice-President External Relations and the University Secretary's Office to draft these provisions. The policy and procedures now include a new category of naming in which a local Indigenous community bestows a name to the university. They also provide a respectful process for choosing an Indigenous name as part of a philanthropic or honorific naming.

University Archives and the University Secretary's Office reviewed the *Records Management Policy* and its procedures, including broad consultation across the university community. The Board approved the changes to the policy on November 29, 2022; management approval of the procedures was completed in early 2023.

Due to organizational changes within the VPRI office, the policy responsibilities that were formerly held by the AVP Research Operations were reallocated to the Executive Director Research Services and one of the Associate Vice-Presidents Research. This required amending

several financial and research-related policies. These changes were approved between April and July, 2022.

Other policy changes include updating the *Traffic and Parking Regulations* to remove annual parking passes (which Campus Security no longer offers), and updating the *Travel and Business Expenses* policy to update travel advance limits and mileage reimbursement amounts.

### **Policy Framework**

The University Secretary's Office developed a streamlined policy review process that can be used when policy changes are expected to be low-risk and minor in scope. After consulting with the other executive offices, the University Secretary's Office is looking for appropriate cases to trial this process, with the hope that some policy reviews can be done more quickly and efficiently while maintaining proper oversight and accountability.

### **Looking Ahead**

The University Secretary's Office continues to work with DEOs and other units and offices to proactively respond to university policy needs and changing regulatory requirements. Outdated policies are being reviewed according to their institutional significance and the length of time since the policy was last reviewed; the long-term goal is to bring the policy portfolio to 100% currency. Six policies will become due for review in 2023.

### **Attachments**

Appendix – Status of the Policy Portfolio

## 2022 Policy Annual Report

### Appendix – Status of the Policy Portfolio

#### New Policies and Procedures

No new university policies were developed in 2022.

One COVID-19 response procedure was added in February 2022: the COVID-19 Vaccination Procedure for New Employees (hired after February 14, 2022). This procedure was in effect until July 11.

The following new policies and procedures are under development:

Policy	Portfolio	Status	Purpose
<b>New Policies in Development</b>			
Affiliation Agreements	VPAC	Under development	New policy regulating agreements between UVic and other educational institutions.
Appointment of the Vice-President Indigenous	PRES	Under development	New appointment and re-appointment procedures for the Vice-President Indigenous
Non-remunerated Academic Appointments	VPAC	Under development	New policy on appointing adjuncts, affiliates, and other non-remunerated, non-employee academic appointments.
Financial Conflicts of Interest in Research	VPRI	Under development	New procedures on conflict of interest for researchers funded by the US Public Health Service, to ensure that UVic complies with US law.
Procedures for the Appointment, Review, and Re-appointment of Associate Deans (consolidation)	VPAC	Under review	New policy to consolidate the 13 appointment procedures for Associate Deans into one “umbrella” policy, similar to the consolidated decanal appointment policy GV0450.
Student Residence Policy	VPAC	Under development	New high-level policy to replace existing Student Residences policy (BP3500) and Operation of Family Housing Policy (BP3505).

**Revised Policies and Procedures**

From January to December 2022, the following university policies and procedures were revised:

<b>Policy</b>	<b>Portfolio</b>	<b>Effective Date</b>
<b>Outdated Policies Renewed</b>		
Enterprise Risk Management Policy (GV0225) [formerly Risk Management Policy]	VPFO	May 31
Hospitality Expenditures (FM5600)	VPFO	November 7
Internal Audit (GV0220)	VPFO	January 25
Political Leave (HR6425)	VPFO	June 27
<b>Other Policies and Procedures Revised</b>		
Appointment and Re-appointment of Deans (GV0450 Appendix B)	VPAC	June 28
COVID-19 Vaccination Status Declaration Procedure	VPFO	January 19
Fundraising and Gift Acceptance (ER4105)	VPER	April 22
Naming of Facilities and Physical Assets (BP3100)	PRES	November 29 (policy); December 7 (procedures)
Research Funding Management and Financial Accountability (FM5405)	VPRI/VPFO	May 31
Signing Authority (FM5100)	VPFO	May 31
Traffic and Parking Regulations (BP3205)	VPFO	August 17
Travel and Business Expenses (FM5610)	VPFO	May 31
<b>Editorial Changes Made</b>		
Appointment and Re-appointment of the Deputy Provost and Academic Associate Vice-Presidents (GV0350)	PRES	November 3
External Research Funding Agreements (RH8200)	VPRI	May 24

Policy	Portfolio	Effective Date
Indirect Costs of Research (FM5400)	VPRI	May 24
Post-Doctoral Fellows (HR6310)	VPRI	June 6
<b>Typographical Corrections Made</b>		
Information Security Policy (IM7800)	VPFO	August 4
Protection of Privacy Policy (GV0235)	PRES	May 30
Research Policy (RH8100)	PRES	May 19

### Rescinded Policies and Procedures

Policy	Portfolio	Rescinded
<b>Policies Rescinded</b>		
COVID-19 Mask Protocol Acknowledgement and Exemption Procedure	VPFO	March 7
COVID-19 Vaccine Status Declaration Procedure	VPFO	June 14
COVID-19 Vaccination Procedure for New Employees	VPFO	July 11

### Policies and Procedures Requiring Review

The following policies and procedures are past their mandated review date or otherwise require review.

Policy	Portfolio	Status
<b>Targeted for Deletion or Relocation</b>		
Residence Services Budget Policy (FM5515)	VPAC	Under review

Policy	Portfolio	Status
<b>Require Review</b>		
Academic Accommodation and Access for Students with Disabilities (AC1205)	VPAC	Under review
Appointment of Associate Deans (13) (GV0600-GV0655, GV0670)	VPAC	Under review
Appointment and Review of a Head of the Division of Medical Sciences, Procedures for the (GV0500)	VPAC	Under review
Appointment and Reappointment of Deans (GV0450)	VPAC	To be reviewed
Appointment of the University Librarian (GV0410)	VPAC	To be reviewed
Appointment of the University Secretary (GV0325)	PRES	To be reviewed
Appointment of the Vice-President Academic and Provost (GV0305)	PRES	To be reviewed
Appointment of the Vice-President External Relations (GV0320)	PRES	To be reviewed
Appointment of the Vice-President Finance and Operations (GV0315)	PRES	To be reviewed
Appointment of the Vice-President Research and Innovation (GV0310)	PRES	To be reviewed
Art Collections (BP3310)	VPER	To be reviewed
Capital Expenditures on Physical Plant (FM5205)	VPFO	Under review
Casual Employment of Students (HR6300)	VPFO	Under review
Conflict of Interest and Confidentiality (GV0210)	PRES	Under review
Copyright Compliance and Administration (IM7310)	PRES	To be reviewed
Critical Incident Response Procedures (SS9115)	VPFO	Under review
Deans of Faculties and Divisions (GV0660)	VPAC	Under review
Discrimination & Harassment (GV0205)	PRES	Under review

Policy	Portfolio	Status
Educational Services Contract Policy (AC1110)	VPAC	To be reviewed
Employment Accommodation (HR6115)	VPFO	Under review
Employment Equity (HR6100)	PRES	To be reviewed
Employment under Externally Funded Grants and Contracts (HR6305)	VPFO	Under review
Establishment of Certificate and Diploma Programs (AC1135)	VPAC	Under review
Establishment of Endowed and Term Chairs and Professorships (AC1100)	VPAC	Under review
External Research Funding Agreements (RH8200)	VPRI	Under review
Fundraising and Gift Acceptance (ER4105)	VPER	To be reviewed
Furnishings, Fittings, Finishes and Artwork Policy (BP3130)	VPFO	To be reviewed
Future Employment Restrictions – Senior Management Employees (GV0240)	VPFO	To be reviewed
Human Rights, Equity and Fairness (GV0200)	PRES	To be reviewed
Indirect Costs of Research (FM5400)	VPRI	Under review
Intellectual Property (GV0215)	VPRE	Under review
Institutional Acquisition and Standardization of Information Technology Devices (AD2515)	VPFO	Under review
Liability Insurance (FM5300)	VPFO	Under review
Liquor Policy (AD2400)	VPFO	Under review
Motor Vehicle Policy (AD2315)	VPFO	Under review
Off-Campus Graduate Programs (AC1115)	VPAC	Under review
Participation in International Activities, Guidelines for (AD2200)	PRES	To be reviewed

Policy	Portfolio	Status
Policy on University Policies and Procedures (GV0100)	USEC	To be reviewed
Post-Doctoral Fellows Policy (HR6310)	VPRI	Under review
Prevention of Violence in the Workplace Policy (SS9120)	VPFO	Under review
Professional Development Expense Policy for PEA Staff (HR6420)	VPFO	To be reviewed
Professional Development Expenses – Management Excluded Staff (HR6400)	VPFO	To be reviewed
Professional Development Expenses – Regular Faculty Members and Librarians (HR410)	VPAC	To be reviewed
Protection of Privacy Policy (GV0235)	PRES	To be reviewed
Records Management Policy (IM7700)	PRES	Approval Pending
Research Grants in Lieu of Salary Policy (RH8205)	VPRI	Under review
Research Involving Humans (RH8105)	VPRI	Under review
Research or Teaching Involving Animals (RH8110)	VPRI	Under review
Responding to the Death of a Student (AC1215)	VPAC	Under review
Selection of the Registrar, Procedures for the (GV0400)	VPAC	To be reviewed
Scholarly Integrity – Researchers not Subject to the Framework Agreement (AC1105(A))	VPAC	To be reviewed
Scholarly Integrity – Pursuant to the Framework Agreement (AC1105(B))	VPAC	Under review
Specialist/Instructional Appointments (HR6315)	VPAC	Under review
Student Awards (AC1130)	VPAC	Under review
Student Residence and Family Housing policies (BP3500, BP3505)	VPAC	Under review
Title of Emeritus or Emerita (AC1140)	VPAC	Under review



Policy	Portfolio	Status
University of Victoria Art Museum, Policy on (BP3315)	VPER	To be reviewed
University Signage (BP3140)	VPFO	To be reviewed

*Policies with Transferred Approving Authority*

No policies had their approving authority changed in 2022.

## Office of the University Secretary

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**Date:** April 19, 2023

**To:** Members of Senate

**From:** Carrie Andersen, University Secretary

**Re:** **2022/2023 Emeriti**

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Below is a listing of faculty, assistant teaching professors and librarians who were granted emeriti status in 2022/2023. This list is for Senate's information and will be submitted for inclusion into the 2023/2024 academic calendar, effective September 1, 2023.

*Laurie Barnhardt, BScN (McMaster Univ), MN (Univ. of Western ON), NP(F) (McMaster Univ)*  
*Colin J. Bennett, BSc, MSc Econ (Wales), PhD (Ill)*  
*David Blades, BEd, MEd (UVic), PhD (U of A)*  
*Winnifred Anne Bruce, BSN (Victoria), MSN, PhD (Brit.Col)*  
*Christopher Butterfield, BM (UVic), MA (SUNY, Stony Brook)*  
*Catherine Gaul, BEd (New Brunswick), MSc (SFU), PhD (UVic)*  
*Ned Djilali, BSc (Hatfield Polytechnic, United Kingdom), MSc (London), DIC (Imperial College, London),  
PhD (British Columbia), PEng*  
*Marcia Hills, BScN (Alta), MA, PhD (Victoria)*  
*Dennis Jelinski, BSc (Brandon), MSc (Calgary), PhD (SFU)*  
*Harald Krebs, BM (UBC), MPhil, PhD (Yale)*  
*Marc Lapprand, BA, MA (Besançon), PhD (Tor)*  
*Ruth Larson, RN, MN, NP (British Columbia)*  
*Francis Lau, BSc (Alberta), MSc (Alberta), PhD (Alberta)*  
*Patricia MacKenzie, BSc (Oklahoma Christian), MSW (UBC), PhD (U of Edinburgh)*  
*Asit Mazumder, BSc, MSc (Chittagong), MSc (Brock), PhD (Waterloo)*  
*Theodore McDorman, BA (Toronto), LLB, LLM (Dalhousie)*  
*Martha McMahan, BA (Univ College, Dublin), MA, PhD (McMaster)*  
*Douglas Nichols, BA (Hope Coll), MS (Ore), MA (Mich St), PhD (Ore)*  
*Louise Page, BSc, MSc (Alberta), PhD (UVic)*  
*Lara Robinson, BA (UBC), MA, PhD (U of S)*  
*Marsha Runtz, BSc, MA, PhD (Man)*  
*Debra Sheets, BA, BSN, MSN (CSU), PhD (S. Calif)*  
*Rosalie Starzomski, BN (Dal), MN (Calg), PhD (Brit Col)*  
*Deborah Thoun, BN, MN (Dal), PhD (Texas)*  
*Christine Upright, RN (Alberta), BScN, MN (British Columbia)*  
*Frank van Veggel, MEng, PhD (Twente), FRSC*  
*John Walsh, BGS, MA, PhD (Simon Fraser)*  
*Jeremy Webber, BA (UBC), LLB (McGill), LLM (Osgoode), FRSC*



# MEMO

## Office of the University Secretary

Michael Williams Building A138  
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**Date:** April 19, 2023  
**To:** Members of Senate  
**From:** Carrie Andersen, University Secretary  
**Re:** **Elections Update**

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### Members Elected by the Faculties

The following have been acclaimed by their faculty colleagues to serve on Senate for a three-year term beginning July 1, 2023 and ending June 30, 2026:

- Andrew Newcombe, Faculty of Law
- CindyAnn Rose-Redwood, Faculty of Social Sciences
- Mark Laidlaw, Faculty of Science
- Travis Martin, Faculty of Science
- Henning Struchtrup, Faculty of Engineering and Computer Science
- Monica Prendergast, Faculty of Education

The following has been elected by their faculty colleagues to serve on Senate for a three-year term beginning July 1, 2023 and ending June 30, 2026:

- Martha McGinnis, Faculty of Graduate Studies

### By-elections for Member Elected by the Faculties

Two vacancies arose by resignations of members of Senate, thus the need for by-elections to fill the remainder of the terms. The following have been acclaimed by their faculty colleagues to serve on Senate:

- Hokulani Aikau, Faculty of Human and Social Development (May 1, 2023 – June 30, 2024)
- Sandra Hundza, Faculty of Education (July 1, 2023 – June 30, 2025)

### Members Elected by Faculty Members

The following have been elected by their faculty colleagues to serve on Senate for a three-year term beginning July 1, 2023 and ending June 30, 2026:

- Erin Campbell, Faculty of Fine Arts
- Chris Eagle, Faculty of Science
- Sara Humphreys, Faculty of Humanities
- Yasmine Kandil, Faculty of Fine Arts
- Lina Zhou, Faculty of Engineering and Computer Science
- Anastasia Mallidou, Faculty of Human and Social Development

### Continuing Sessional

The following Continuing Sessional has been acclaimed to serve on Senate for a three-year term beginning July 1, 2023 and ending June 30, 2026:

- Matthew Koch

### Student Representatives

There are 16 student positions on the Senate, elected from the students who are members of the University of Victoria Students' Society and the Graduate Students' Society, in a manner that ensure that at least one student from each faculty is elected and three students from the Faculty of Graduate Studies are elected.

On January 13, 2023 a call for nominations was issued for student representatives to the Senate. Seven students were nominated and acclaimed. A second call for nominations was issued on March 2, 2023 for the nine remaining student representatives. Twelve nominations were received with two being acclaimed, one withdrawing, and four elected.

The following students were acclaimed or elected to Senate for 2023/2024:

- Chekwube Anyaegbunam, Faculty of Graduate Studies
- Hannah Brown, Faculty of Graduate Studies
- Benjamin Fyfe, Peter B. Gustavson School of Business
- Moronke Harris, Faculty of Graduate Studies
- Nathaniel Hope Tucker, Faculty of Social Sciences
- Kelvin Lee, Faculty of Engineering and Computer Science
- Sophie Pavlik, Faculty of Science
- Justin Salinas, Faculty of Humanities

- Nathaniel Sukhdeo, Faculty of Law
- Cole Kennedy, Faculty of Graduate Studies
- Chloe Portal, Faculty of Social Sciences
- Daniela Sirois Ennis, Faculty of Social Sciences
- Emily Wang, Faculty of Law

There are three vacancies for student representatives on Senate in the Faculties of Education, Fine Arts, and Human and Social Development. A third call for nominations will be issued early September.



# MEMO

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**Date:** April 19, 2023

**To:** Members of Senate

**From:** Carrie Andersen, University Secretary

**Re:** **Election to the Senate Committee on Agenda and Governance**

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The *Senate Rules and Procedures* state that:

56.00 The composition of the Senate Committee on Agenda and Governance will include members of Senate only and will be determined in part through an election conducted on the floor of Senate. Two members of Senate who are not students or convocation members will be elected to the Senate Committee on Agenda and Governance by Senate at the May meeting.

On May 1, 2020, Mauricio Garcia-Barrera was nominated and acclaimed by Senate to serve on the committee for a 3-year term which will end on June 30, 2023. As of July 1, 2023 there is a vacancy for an elected position on the Senate Committee on Agenda and Governance. Nominations for the position will be accepted on the floor of the May 5, 2023 Senate meeting. If required, an election will take place at the meeting.

# UVic undergraduate program changes: Sep 2023

## Peter B. Gustavson School of Business

Academic unit(s)	Code	Title	Type(s) of change	Consultation
Peter B. Gustavson School of Business	BCOM	Commerce	Change in the description of a program or credential not involving any change in program or credential requirements	

 Add new item

# UVic undergraduate program changes: Sep 2023

## Faculty of Education

Academic unit(s)	Code	Title	Type(s) of change	Consultation
Department of Educational Psychology and Leadership Studies	MNR- APPL	Applied Psychology and Leadership	Creation	School of Nursing, Peter B. Gustavson School of Business, Associate Vice-President Academic Planning (AVPAP), Department of Psychology, Faculty of Human and Social Development, Faculty of Social Sciences, Department of Indigenous Education
Department of Indigenous Education	BA-ILP	Bachelor of Arts in Indigenous Language Proficiency	Creation	Associate Vice-President Academic Planning (AVPAP)
School of Exercise Science, Physical and Health Education	BSC- KNSM	Kinesiology	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP)
School of Exercise Science, Physical and Health Education	UG- RHED- REQ	Recreation and Health Education: Requirements	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP)

 Add new item



# UVic undergraduate program changes: Sep 2023

## Faculty of Engineering and Computer Science

Academic unit(s)	Code	Title	Type(s) of change	Consultation
Department of Computer Science, Department of Mathematics and Statistics	BSC- CTSC	Computer Science and Mathematics	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	
Department of Computer Science, Department of Mathematics and Statistics	BSC- CTSD	Computer Science and Mathematics	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	
Faculty of Engineering and Computer Science	UG-EN- REQ	Faculty of Engineering and Computer Science: Requirements	Change in the description of a program or credential not involving any change in program or credential requirements	Faculty of Engineering
Department of Mechanical Engineering	BENG- MECH	Mechanical Engineering	Change of the required courses for a program, Other	Associate Vice-President Academic Planning (AVPAP)
Department of Mechanical Engineering	MNR- MESY	Mechanical Systems	Other	
School of Music, Department of Computer Science, Faculty of Fine Arts	BFA- MUCS	Music and Computer Science	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP), Department of Computer Science, Faculty of Engineering
Department of Computer Science, School of Music	BSC- MUCS	Music and Computer Science	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP), Department of Computer Science, Faculty of Engineering, Faculty of Fine Arts
Department of Computer Science, Department of Psychology	BSC- PXSC	Psychology and Computer Science	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Department of Computer Science, Associate Vice-President Academic Planning (AVPAP)
Department of Electrical and Computer Engineering, Department of Computer Science, Software Engineering	BSENG- BSEN	Software Engineering	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Associate Vice-President Academic Planning (AVPAP), Department of Electrical and Computer Engineering, Department of Computer Science
Department of Computer Science, Department of Visual Arts	BFA- VACS	Visual Arts and Computer Science	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP)
Department of Visual Arts, Department of Computer Science	BSC- VACS	Visual Arts and Computer Science	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP)

+ Add new item

# UVic undergraduate program changes: Sep 2023

## Faculty of Fine Arts

Academic unit(s)	Code	Title	Type(s) of change	Consultation
Arts of Canada	MNR-ACAN	Arts of Canada	Suspension of admission, re-admission, or declaration in a program	Associate Vice-President Academic Planning (AVPAP), Department of Art History and Visual Studies, Department of English, Department of French, School of Music, Department of Theatre, Department of Writing
Department of Art History and Visual Studies	PSC-COMG	Collections Management	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Associate Vice-President Academic Planning (AVPAP)
Department of Art History and Visual Studies	DIPL-CCON	Cultural Resource Management	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Associate Vice-President Academic Planning (AVPAP)
Department of Art History and Visual Studies	MNR-MUST	Museum Studies	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Associate Vice-President Academic Planning (AVPAP)
School of Music, Department of Computer Science, Faculty of Fine Arts	BFA-MUCS	Music and Computer Science	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP), Department of Computer Science, Faculty of Engineering
Department of Computer Science, School of Music	BSC-MUCS	Music and Computer Science	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP), Department of Computer Science, Faculty of Engineering, Faculty of Fine Arts
School of Music	BMUS-MYSS	Musicology and Sound Studies	Change of the required courses for a program, Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Associate Vice-President Academic Planning (AVPAP)
Department of Theatre	BFA-THFM-PROM	Production and Management Focus	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP)
Department of Art History and Visual Studies	PSC-VICE	Visitor and Community Engagement	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Associate Vice-President Academic Planning (AVPAP)
Department of Computer Science, Department of Visual Arts	BFA-VACS	Visual Arts and Computer Science	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP)


Academic unit(s)	Code	Title	Type(s) of change	Consultation
Department of Visual Arts, Department of Computer Science	BSC- VACS	Visual Arts and Computer Science	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP)

+ Add new item

# UVic undergraduate program changes: Sep 2023

## Faculty of Human and Social Development

Academic unit(s)	Code	Title	Type(s) of change	Consultation
School of Public Administration	MNR-ICDG	Indigenous Community Development and Governance (General and Minor)	Change in name of program or credential, Change in the description of a program or credential not involving any change in program or credential requirements, Other	Associate Vice-President Academic Planning (AVPAP), Faculty of Humanities, Faculty of Social Sciences

 Add new item

# UVic undergraduate program changes: Sep 2023

## Faculty of Humanities

Academic unit(s)	Code	Title	Type(s) of change	Consultation
Department of Linguistics	BA- APAH	Applied Linguistics	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Associate Vice-President Academic Planning (AVPAP)
Department of Linguistics	BA- APAM	Applied Linguistics	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Associate Vice-President Academic Planning (AVPAP)
Arts of Canada	MNR- ACAN	Arts of Canada	Suspension of admission, re-admission, or declaration in a program	Associate Vice-President Academic Planning (AVPAP), Department of Art History and Visual Studies, Department of English, Department of French, School of Music, Department of Theatre, Department of Writing
Department of Pacific and Asian Studies	MNR- CHIN	Chinese Studies	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP)
Department of English	BA- ENAH	English	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Associate Vice-President Academic Planning (AVPAP), Faculty of Humanities
Department of English	BA- ENAM	English	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Associate Vice-President Academic Planning (AVPAP), Faculty of Humanities
Department of English	MNR- ENGL	English	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Associate Vice-President Academic Planning (AVPAP), Faculty of Humanities
Department of French and Francophone Studies	BA- FFAH	French and Francophone Studies	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP)
Department of French and Francophone Studies	BA- FFAM	French and Francophone Studies	Change in the description of a program or credential not involving any change in program or credential requirements	Associate Vice-President Academic Planning (AVPAP)
Department of French and Francophone Studies	MNR- FFST	French and Francophone Studies	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Associate Vice-President Academic Planning (AVPAP)
Department of French and Francophone Studies	UG- FRAN- REQ	French and Francophone Studies: Requirements	Change in the description of a program or credential not involving any change in program or credential requirements, Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Associate Vice-President Academic Planning (AVPAP), Co-operative Education Program and Career Services

Academic unit(s)	Code	Title	Type(s) of change	Consultation
Department of Linguistics	CERT-ILR	Indigenous Language Revitalization	Change of the required courses for a program, Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Associate Vice-President Academic Planning (AVPAP), Division of Continuing Studies, Department of Indigenous Education
Department of Pacific and Asian Studies	CERT-CLCP	Language and Cultural Proficiency: Chinese	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP)
Department of French and Francophone Studies	CERT-FLCP	Language and Cultural Proficiency: French	Other	
Department of Pacific and Asian Studies	CERT-JLCP	Language and Cultural Proficiency: Japanese	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP)
Department of English	MNR-PRCO	Professional Communication	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Associate Vice-President Academic Planning (AVPAP), Faculty of Humanities
Department of English	BA-ENAH-PCOO	Professional Communication Option	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Associate Vice-President Academic Planning (AVPAP), Faculty of Humanities

 Add new item

# UVic undergraduate program changes: Sep 2023

## Faculty of Science

Academic unit(s)	Code	Title	Type(s) of change	Consultation
Department of Biology, School of Earth and Ocean Sciences	BSC-BESC	Biology and Earth Sciences	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Associate Vice-President Academic Planning (AVPAP), Department of Biology
School of Earth and Ocean Sciences, Department of Biology	BSC-BESD	Biology and Earth Sciences	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Associate Vice-President Academic Planning (AVPAP), Department of Biology
Department of Biology, Department of Mathematics and Statistics	BSC-BMSC	Biology and Mathematics and Statistics	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	
School of Earth and Ocean Sciences, Department of Chemistry	BSC-CGSC	Chemistry and Earth Sciences	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Biomedical Engineering, Department of Chemistry
School of Earth and Ocean Sciences, Department of Chemistry	BSC-CGSD	Chemistry and Earth Sciences	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Associate Vice-President Academic Planning (AVPAP), Department of Chemistry
Department of Chemistry, School of Earth and Ocean Sciences	BSC-CSSD	Chemistry and Ocean Sciences	Change of the required courses for a program	Department of Chemistry
Department of Chemistry, School of Earth and Ocean Sciences	BSC-CSSC	Chemistry and Ocean Sciences	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP), Department of Chemistry, Department of Biology
Department of Computer Science, Department of Mathematics and Statistics	BSC-CTSC	Computer Science and Mathematics	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	
Department of Computer Science, Department of Mathematics and Statistics	BSC-CTSD	Computer Science and Mathematics	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	
School of Earth and Ocean Sciences	UG-EOS-REQ	Earth and Ocean Sciences: Requirements	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP)
School of Earth and Ocean Sciences	BSC-EOSM	Earth Sciences	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP)

Academic unit(s)	Code	Title	Type(s) of change	Consultation
School of Earth and Ocean Sciences	BSC-EOSH	Earth Sciences	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP)
Faculty of Science	UG-SC-REQ	Faculty of Science: Requirements	Change in the description of a program or credential not involving any change in program or credential requirements	
School of Earth and Ocean Sciences, Department of Geography	BSC-CLSC-IAM	Impacts, Adaptations and Mitigation	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	School of Earth and Ocean Sciences
Department of Geography, School of Earth and Ocean Sciences	BSC-CLSD-IAM	Impacts, Adaptations and Mitigation	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	School of Earth and Ocean Sciences
Department of Mathematics and Statistics	BSC-MSSC	Mathematics and Statistics	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	
Department of Mathematics and Statistics	BSC-MSSD	Mathematics and Statistics	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	
School of Earth and Ocean Sciences, Department of Geography	BSC-CLSC-PCLS	Physical Climate Science	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP)
Department of Geography, School of Earth and Ocean Sciences	BSC-CLSD-PCLS	Physical Climate Science	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP)
School of Earth and Ocean Sciences	BSC-GOSD	Physical Geography and Earth and Ocean Sciences	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP), School of Earth and Ocean Sciences
Department of Geography, School of Earth and Ocean Sciences	BSC-GOSC	Physical Geography and Earth and Ocean Sciences	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP), School of Earth and Ocean Sciences

 Add new item



# UVic undergraduate program changes: Sep 2023

## Faculty of Social Sciences

Academic unit(s)	Code	Title	Type(s) of change	Consultation
School of Environmental Studies, Division of Continuing Studies	CERT- TCA	Certificate in Transformative Climate Action	Creation	
Department of Economics	BSC- ECSH	Economics	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP), Department of Mathematics and Statistics
Department of Economics	BA- ECAM	Economics	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP)
Department of Economics	BA- ECAH	Economics	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP)
Department of Economics	BSC- ECSM	Economics	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP), Department of Mathematics and Statistics
Department of Economics	UG- ECON- REQ	Economics: Requirements	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP)
Faculty of Social Sciences, Co- operative Education Program and Career Services	UG-SS- COOP	Faculty of Social Sciences: Co-op Requirements	Change in the description of a program or credential not involving any change in program or credential requirements	Co-operative Education Program and Career Services
Faculty of Social Sciences	UG-SS- REQ	Faculty of Social Sciences: Requirements	Change in the description of a program or credential not involving any change in program or credential requirements	Associate Vice-President Academic Planning (AVPAP), School of Public Administration
Global Development Studies	MNR- GDS	Global Development Studies	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Department of Anthropology, School of Environmental Studies, Department of Political Science, Department of Geography, Department of History
School of Earth and Ocean Sciences, Department of Geography	BSC- CLSC- IAM	Impacts, Adaptations and Mitigation	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	School of Earth and Ocean Sciences
Department of Geography, School of Earth and Ocean	BSC- CLSD-	Impacts, Adaptations and Mitigation	Change in a listing of eligible or elective courses that can be used to meet program	School of Earth and Ocean Sciences


Academic unit(s)	Code	Title	Type(s) of change or credential requirements	Consultation
Sciences	IAM			
School of Earth and Ocean Sciences, Department of Geography	BSC-CLSC-PCLS	Physical Climate Science	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP)
Department of Geography, School of Earth and Ocean Sciences	BSC-CLSD-PCLS	Physical Climate Science	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP)
School of Earth and Ocean Sciences	BSC-GOSD	Physical Geography and Earth and Ocean Sciences	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP), School of Earth and Ocean Sciences
Department of Geography, School of Earth and Ocean Sciences	BSC-GOSC	Physical Geography and Earth and Ocean Sciences	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP), School of Earth and Ocean Sciences
Department of Psychology	BSC-PSSM	Psychology	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	School of Exercise Science, Physical and Health Education
Department of Psychology	BSC-PSSH	Psychology	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	School of Earth and Ocean Sciences
Department of Computer Science, Department of Psychology	BSC-PXSC	Psychology and Computer Science	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Department of Computer Science, Associate Vice-President Academic Planning (AVPAP)

 Add new item

# UVic undergraduate course changes: Sep 2023

Peter B. Gustavson School of Business

Academic unit(s)	Course	Title	Type of change	Consultation
Peter B. Gustavson School of Business	COM203	Introductory Business Topics	New	
Peter B. Gustavson School of Business	COM303	Intermediate Business Topics	New	
Peter B. Gustavson School of Business	COM450	Advanced Management Topics	Description, Title	

 Add new item

# UVic undergraduate course changes: Sep 2023

## Faculty of Education

Academic unit(s)	Course	Title	Type of change	Consultation
Department of Curriculum and Instruction	EDCI301	Language and Literacies Pedagogy	Description, Supplemental note	
Department of Curriculum and Instruction	EDCI303	Historical and Philosophical Foundations of Canadian Education	Supplemental note	
Department of Curriculum and Instruction	EDCI313	Pedagogy for Drama Education	Supplemental note	
Department of Curriculum and Instruction	EDCI315	Art Pedagogy for the Elementary or Middle Classroom I	Description, Supplemental note	
Department of Curriculum and Instruction	EDCI316	Pedagogy for Music Education I	Supplemental note	
Department of Curriculum and Instruction	EDCI336	Technology and Innovation in Education	Supplemental note	
Department of Curriculum and Instruction	EDCI360	Field Experience Seminar (Elementary or Middle Years Post Degree)	Supplemental note	
Department of Curriculum and Instruction	EDCI412	Language and Literacies Pedagogy Reading Diverse Texts	Supplemental note	
Department of Curriculum and Instruction	EDCI413	Pedagogy for Science Education	Supplemental note	
Department of Curriculum and Instruction	EDCI414	Pedagogy for Social Studies Education	Description, Supplemental note	
Department of Curriculum and Instruction	EDCI415	Pedagogy for Mathematics Education	Supplemental note	
Department of Curriculum and Instruction	EDCI487	Special Topics in Education	Description, Supplemental note	
Department of Curriculum and Instruction	EDCI488	Special Topics in Education	Supplemental note	
Department of Curriculum and Instruction	EDCI490	Transformative Inquiry	Supplemental note	
Department of Educational Psychology	ED-	Selected Topics in Applied Psychology	New	

Academic unit(s)	Course	Title	Type of change	Consultation
and Leadership Studies	D201	and Leadership Studies		
Department of Educational Psychology and Leadership Studies	ED-D300	Introduction to Applied Psychology	Title	
Department of Educational Psychology and Leadership Studies	ED-D301	Learners and Learning Environments	Prerequisite	Teacher Education Program, Department of Curriculum and Instruction
Department of Educational Psychology and Leadership Studies	ED-D406	Psychology of Adolescence	Prerequisite	Department of Curriculum and Instruction, Teacher Education Program
Department of Educational Psychology and Leadership Studies	ED-D407	Evaluating and Reporting Student Progress	Supplemental note	Department of Curriculum and Instruction, Department of Indigenous Education
Department of Educational Psychology and Leadership Studies	ED-D408	Promoting Prosocial Behaviour: Strategies and Management	Supplemental note	Department of Curriculum and Instruction, Department of Indigenous Education
Department of Educational Psychology and Leadership Studies	ED-D410	Teacher as Leader: The Professional Role	Supplemental note	Department of Curriculum and Instruction, Department of Indigenous Education
Department of Educational Psychology and Leadership Studies	ED-D420	Learning Support: Context and Key Issues	Prerequisite, Supplemental note	Department of Curriculum and Instruction, Teacher Education Program
Department of Educational Psychology and Leadership Studies	ED-D424	Teaching Students with Developmental Disabilities	Prerequisite	
Department of Educational Psychology and Leadership Studies	ED-D426	Differentiating Instruction in the Inclusive Classroom	Prerequisite	
Department of Educational Psychology and Leadership Studies	ED-D428	Teaching Students with Specific Learning Disorders	Prerequisite	
School of Exercise Science, Physical and Health Education	EPHE144	Physical Literacy	Description	
School of Exercise Science, Physical and Health Education	EPHE312	Overview of Elementary or Middle School Physical Education	Supplemental note	Department of Curriculum and Instruction
School of Exercise Science, Physical and Health Education	EPHE445	Developmental and Adaptive Physical Activity	Description, Prerequisite	
Department of Indigenous Education	IED300	Knowledge Sharing in Community	New	
Department of Indigenous Education	IED320	Indigenous Language Learning Methodology	New	
Department of Indigenous Education	IED326	Resource Development (internship)	New	
Department of Indigenous Education	IED328	Creative & Constructive Language Sharing	New	

Academic unit(s)	Course	Title	Type of change	Consultation
Department of Indigenous Education	IED337	Indigenous Language Administration & Programming	New	
Department of Indigenous Education	IED338	Language Curriculum Development	New	
Department of Indigenous Education	IED373	EL TELNIWT and Indigenous Education	Supplemental note	
Department of Indigenous Education	IED426	Resource Development (internship)	New	
Department of Indigenous Education	IED428	Creative & Constructive Language Sharing	New	
Department of Indigenous Education	IED438	Radical Proficiency Building Strategies	New	
Department of Indigenous Education	IED450	ILP Individual Capstone Project	New	
Department of Indigenous Education	IED486	Culturally Relevant Arts-Based Pedagogy for Education	Title, Description	

[+](#) Add new item

# UVic undergraduate course changes: Sep 2023

## Faculty of Engineering and Computer Science

Academic unit(s)	Course	Title	Type of change	Consultation
Biomedical Engineering	BME410	Bioprinting and 3D Printing Human Body Parts	New	Department of Mechanical Engineering, Department of Electrical and Computer Engineering
Biomedical Engineering	BME420	Human Factors and Usability Engineering for Medical Devices	New	Department of Mechanical Engineering, Department of Electrical and Computer Engineering
Department of Computer Science	CSC226	Algorithms and Data Structures II	Pre or corequisite	Department of Geography, School of Health Information Science, Department of Mathematics and Statistics, School of Music, Department of Physics and Astronomy, Department of Psychology, Department of Visual Arts, Department of Electrical and Computer Engineering, Software Engineering
Department of Computer Science	CSC305	Introduction to Computer Graphics	Prerequisite	Department of Visual Arts, Department of Mathematics and Statistics, Department of Geography, School of Music, Software Engineering
Department of Computer Science	CSC360	Operating Systems	Prerequisite, Pre or corequisite	Software Engineering, School of Health Information Science, Department of Visual Arts, Department of Mechanical Engineering, Department of Geography, Department of Physics and Astronomy, Department of Psychology, School of Music
Department of Computer Science	CSC370	Database Systems	Prerequisite	Software Engineering, Department of Visual Arts, Department of Mathematics and Statistics, Department of Geography, Department of Psychology, School of Music, School of Health Information Science
Department of Computer Science	CSC412	Computing for Cognitive Augmentation	New	Software Engineering, Department of Electrical and Computer Engineering
Department of Computer Science	CSC413	Designing Creativity Support Tools	New	Department of Electrical and Computer Engineering, Software Engineering
Department of Computer Science	CSC427	Advanced Topics in Bioinformatics	New	Department of Electrical and Computer Engineering, Software Engineering
Department of Computer Science	CSC431	Machine Learning Theory	New	

Academic unit(s)	Course	Title	Type of change	Consultation
Department of Computer Science	CSC473	Fundamentals of Computer Animation	Mutually exclusive note (MX), Supplemental note, Description, Prerequisite	Software Engineering, Department of Electrical and Computer Engineering
Department of Mechanical Engineering	MECH150	3D Printing, Rapid Prototyping and Design	Description	
Department of Mechanical Engineering	MECH400	Capstone Design Project	Subject and/or number	
Department of Mechanical Engineering	MECH400A	Capstone Design Proposal	New	
Department of Mechanical Engineering	MECH400B	Capstone Design Project	Subject and/or number, Mutually exclusive note (MX)	
Department of Mechanical Engineering	MECH487	Sensors and Actuators	Mutually exclusive note (MX)	
Software Engineering, Department of Computer Science, Department of Electrical and Computer Engineering	SENG475	Advanced Programming Techniques for Robust Efficient Computing	Hours	Software Engineering, Department of Computer Science

 Add new item



# UVic undergraduate course changes: Sep 2023

## Faculty of Fine Arts

Academic unit(s)	Course	Title	Type of change	Consultation
Department of Art History and Visual Studies	AHVS488M	Topics in Cultural Management	Delete	
Department of Art History and Visual Studies	AHVS488P	Human Resource Management in Cultural Organizations	Delete	Associate Vice-President Academic Planning (AVPAP)
Department of Art History and Visual Studies	AHVS488Q	Financial Management in Cultural Organizations	Delete	
Department of Art History and Visual Studies	AHVS488R	Planning in Cultural Organizations	Delete	
Department of Art History and Visual Studies	AHVS489D	Studies in Building Conservation	Delete	
Department of Art History and Visual Studies	AHVS489J	Conserving Historic Structures	Delete	
European Studies	EUS200	Introduction to European Cultures and Identities	Description	Department of Art History and Visual Studies, Department of English, Department of French, Department of Hispanic and Italian Studies, Department of Germanic and Slavic Studies, Department of Greek and Roman Studies, Department of Political Science, Medieval Studies Program
European Studies	EUS490	Directed Reading in European Studies	Hours, Title	Department of Art History and Visual Studies, Department of French, Department of Germanic and Slavic Studies, Department of Greek and Roman Studies, Department of English, Department of Hispanic and Italian Studies, Department of Political Science
European Studies	EUS495	Directed Experiential Learning in European Studies	Description, Hours	Department of Art History and Visual Studies, Department of French, Department of Germanic and Slavic Studies, Department of Greek and Roman Studies, Department of Hispanic and Italian Studies, Department of Political Science, Department of English, Co-operative Education Program and Career Services

Academic unit(s)	Course	Title	Type of change	Consultation
Faculty of Fine Arts	FA225	Introduction to the Arts of Canada	Sunset	Faculty of Humanities
School of Music	MUS240	Individual Tuition	Prerequisite	School of Music
School of Music	MUS340	Individual Tuition	Prerequisite	
School of Music	MUS398	Music Research I	Subject and/or number	
School of Music	MUS440	Individual Tuition	Prerequisite	
School of Music	MUS498	Music Research II	Subject and/or number	
School of Music	MUS498A	Music Research I	Subject and/or number, Mutually exclusive note (MX)	
School of Music	MUS498B	Music Research II	Subject and/or number, Mutually exclusive note (MX)	
Department of Theatre	THEA105	Introduction to Stagecraft and Technical Practice	Hours	
Department of Theatre	THEA144	Selected Topics in Theatre and Performance Studies	New	
Department of Theatre	THEA235A	Theatre for Community Building	Hours, Prerequisite	
Department of Theatre	THEA235B	Drama in Education	Hours, Prerequisite	
Department of Theatre	THEA261	Costume Design I	Hours	
Department of Theatre	THEA327	Introduction to Physical Theatre Creation	Retain, Description	
Department of Theatre	THEA335A	Theatre in Education	Hours, Prerequisite	
Department of Theatre	THEA335B	Socially Engaged Theatre	Hours, Prerequisite	
Department of Theatre	THEA361	Costume Design II	Hours	

Academic unit(s)	Course	Title	Type of change	Consultation
Department of Theatre	THEA435	Advanced Practices in Applied Theatre	Hours, Prerequisite	
Department of Writing	WRIT318	Screenwriting Workshop	Repeatable for credit (MTO)	

 Add new item

# UVic undergraduate course changes: Sep 2023

## Faculty of Human and Social Development

Academic unit(s)	Course	Title	Type of change	Consultation
European Studies	EUS200	Introduction to European Cultures and Identities	Description	Department of Art History and Visual Studies, Department of English, Department of French, Department of Hispanic and Italian Studies, Department of Germanic and Slavic Studies, Department of Greek and Roman Studies, Department of Political Science, Medieval Studies Program
European Studies	EUS490	Directed Reading in European Studies	Hours, Title	Department of Art History and Visual Studies, Department of French, Department of Germanic and Slavic Studies, Department of Greek and Roman Studies, Department of English, Department of Hispanic and Italian Studies, Department of Political Science
European Studies	EUS495	Directed Experiential Learning in European Studies	Description, Hours	Department of Art History and Visual Studies, Department of French, Department of Germanic and Slavic Studies, Department of Greek and Roman Studies, Department of Hispanic and Italian Studies, Department of Political Science, Department of English, Co-operative Education Program and Career Services
School of Health Information Science	HINF280	Biomedical Fundamentals	Pre or corequisite	Associate Vice-President Academic Planning (AVPAP), Department of Computer Science
School of Public Health and Social Policy	HLTH300	Social Determinants of Health	Description, Title	School of Health Information Science, School of Exercise Science, Physical and Health Education, Social Justice Studies
School of Public Health and Social Policy	HLTH301	Health Systems in Canada	Description, Title	
School of Public Health and Social Policy	HLTH350	Health Research Literacy	Description, Title	School of Health Information Science
School of Public Health and Social Policy	HLTH360	Health Promotion	Description, Title	School of Health Information Science, Social Justice Studies
School of Public Health and Social Policy	HLTH403	Community Centred Public Health	Description, Title	School of Health Information Science, Social Justice Studies
School of Public Health and Social Policy	HLTH425	Introductory Statistics	Description, Title, Supplemental note	School of Nursing, School of Health Information Science

Academic unit(s)	Course	Title	Type of change	Consultation
School of Nursing	NURS425	Quantitative and Qualitative Analysis	Description, Supplemental note	Associate Vice-President Academic Planning (AVPAP)
School of Nursing	NURS481C	Nursing Practice in Hospice Palliative Care	Description, Supplemental note	Associate Vice-President Academic Planning (AVPAP)
School of Nursing	NURS496	Nursing with Childbearing Families	Description, Supplemental note	Associate Vice-President Academic Planning (AVPAP)

 Add new item

# UVic undergraduate course changes: Sep 2023

## Faculty of Humanities

Academic unit(s)	Course	Title	Type of change	Consultation
Department of English	ENSH203	Professional Communication Foundations	New	Associate Vice-President Academic Planning (AVPAP), Faculty of Humanities
Department of English	ENSH302	Copy Editing	Prerequisite	Associate Vice-President Academic Planning (AVPAP), Department of Chemistry
Department of English	ENSH303	Writing for Business and the Private Sector	Prerequisite	Associate Vice-President Academic Planning (AVPAP)
Department of English	ENSH304	Writing for Government and the Public Sector	Prerequisite	Associate Vice-President Academic Planning (AVPAP)
Department of English	ENSH305	Visual Rhetoric for Professional Writers	Prerequisite	Associate Vice-President Academic Planning (AVPAP), Faculty of Fine Arts
Department of English	ENSH306	Communicating for the Environment	New	Faculty of Humanities, Academic and Technical Writing Program, School of Environmental Studies, Associate Vice-President Academic Planning (AVPAP), Department of Writing
Department of English	ENSH308	Speech Communication and Effective Presentations	New	Associate Vice-President Academic Planning (AVPAP), Faculty of Humanities, Department of Theatre, Academic and Technical Writing Program, Department of Writing
Department of English	ENSH309	Fashion Communication	New	Faculty of Humanities, Associate Vice-President Academic Planning (AVPAP), Department of Gender Studies, Department of Art History and Visual Studies, Peter B. Gustavson School of Business, Academic and Technical Writing Program, Department of Writing
Department of English	ENSH310	Speculative Fiction	Mutually exclusive note (MX)	
Department of English	ENSH312	Horror	Mutually exclusive note (MX)	
Department of English	ENSH323	Special Topics in Media and Popular Culture	Mutually exclusive note (MX)	
Department of English	ENSH324	Comics and Graphic Novels	Mutually exclusive note (MX)	

Academic unit(s)	Course	Title	Type of change	Consultation
Department of English	ENSH332	Special Topics in Literature, Home and Away	Mutually exclusive note (MX)	
Department of English	ENSH335	Special Topics in Literature and Social Justice	Mutually exclusive note (MX)	
Department of English	ENSH340	Special Topics in a Major Author	Mutually exclusive note (MX)	European Studies, Medieval Studies Program
Department of English	ENSH342	Special Topics in a Genre, Movement or Theme	Mutually exclusive note (MX)	
Department of English	ENSH390	Comparative World Literatures after 1900	Reinstate, Title	Faculty of Humanities
Department of English	ENSH395	Topics in Indigenous Literatures after 1900	Reinstate, Title	
Department of English	ENSH400	Technical Communication	Prerequisite	Associate Vice-President Academic Planning (AVPAP)
Department of English	ENSH401	Web Design	Prerequisite	Associate Vice-President Academic Planning (AVPAP), Faculty of Fine Arts
Department of English	ENSH402	Topics in Professional Communication	Prerequisite	Associate Vice-President Academic Planning (AVPAP)
Department of English	ENSH403	Digital Communication and Social Media	Prerequisite	Associate Vice-President Academic Planning (AVPAP), Faculty of Fine Arts
Department of English	ENSH404	Research for Professional Writers	Prerequisite	Associate Vice-President Academic Planning (AVPAP), Faculty of Fine Arts
Department of English	ENSH405	Print Media Genres and Techniques for Professional Communication	Prerequisite	Associate Vice-President Academic Planning (AVPAP)
Department of English	ENSH406	Strategic Communication in Arts, Culture and Tourism Sectors	New	Associate Vice-President Academic Planning (AVPAP), Faculty of Humanities, Academic and Technical Writing Program, Department of Writing, School of Public Administration
Department of English	ENSH482	Community-Engaged Learning and Public Humanities	Mutually exclusive note (MX)	
European Studies	EUS200	Introduction to European Cultures and Identities	Description	Department of Art History and Visual Studies, Department of English, Department of French, Department of Hispanic and Italian Studies,

Academic unit(s)	Course	Title	Type of change	Consultation
				Department of Germanic and Slavic Studies, Department of Greek and Roman Studies, Department of Political Science, Medieval Studies Program
European Studies	EUS410	Special Topics in European Studies	New	Department of Art History and Visual Studies, Department of English, Department of French, Department of Germanic and Slavic Studies, Department of Greek and Roman Studies, Department of Hispanic and Italian Studies, Department of Political Science
European Studies	EUS490	Directed Reading in European Studies	Hours, Title	Department of Art History and Visual Studies, Department of French, Department of Germanic and Slavic Studies, Department of Greek and Roman Studies, Department of English, Department of Hispanic and Italian Studies, Department of Political Science
European Studies	EUS495	Directed Experiential Learning in European Studies	Description, Hours	Department of Art History and Visual Studies, Department of French, Department of Germanic and Slavic Studies, Department of Greek and Roman Studies, Department of Hispanic and Italian Studies, Department of Political Science, Department of English, Co-operative Education Program and Career Services
Department of French and Francophone Studies	FRAN100	Intensive French I	Supplemental note	Department of Linguistics
Department of French and Francophone Studies	FRAN120	Intensive French II	Supplemental note	Department of Linguistics
Department of French and Francophone Studies	FRAN160	French Words in Context	Grading, Description, Mutually exclusive note (MX), Prerequisite	
Department of French and Francophone Studies	FRAN180	Intensive French IV	Prerequisite, Description	Department of Linguistics
Department of French and Francophone Studies	FRAN336	Québec and Francophone Cinema (in English)	Description	Film Studies
Department of French and Francophone Studies	FRAN345	Advanced French Language	Title, Hours, Description	
Department of French and Francophone Studies	FRAN365	Directed Experiential Learning	Title, Description, Mutually exclusive note (MX), Supplemental note, Prerequisite	
Department of French and Francophone Studies	FRAN437	French Myths up to the 21st Century	Description, Supplemental note	



Academic unit(s)	Course	Title	Type of change	Consultation
Department of French and Francophone Studies	FRAN438	French Texts that Made our World	Description, Supplemental note	
Department of French and Francophone Studies	FRAN449	Critical and Subversive French Theatre	Description	
Department of French and Francophone Studies	FRAN451	Women in the World of French Theatre	Description	
Department of French and Francophone Studies	FRAN455	Dada, Surrealism and the End of the French Novel	Supplemental note	
Department of French and Francophone Studies	FRAN458	French Thought from Descartes to Postmodernism and Beyond	Description	
Department of French and Francophone Studies	FRAN470	Studies in Cultures of the French-Speaking World	Description	
Department of French and Francophone Studies	FRAN471	Figures on the Fringe	Supplemental note	
Department of French and Francophone Studies	FRAN499	Honours Graduating Essay	Prerequisite	
Global Development Studies	GDS202	Contemporary Issues in Global Development Studies	Prerequisite	
Department of Germanic and Slavic Studies	GMST364	The Emergence of Sexology in the German-Speaking World	New	Department of History, Department of Gender Studies
Department of Germanic and Slavic Studies	GMST462	Nietzsche in the English-Speaking World	Mutually exclusive note (MX)	
Department of Germanic and Slavic Studies	GMST480	Major Writers	Mutually exclusive note (MX)	European Studies
Department of Gender Studies, Department of Pacific and Asian Studies	GNDR211	Family, Gender and Sexuality in the Asia-Pacific	New	Department of Pacific and Asian Studies
Department of Pacific and Asian Studies, Department of Gender Studies	GNDR385	Sex, Gender and the Body in Japanese Culture	New	Department of Pacific and Asian Studies

Academic unit(s)	Course	Title	Type of change	Consultation
Department of History	HSTR201	Introduction to Historical Research	Prerequisite	
Department of History	HSTR236	Medieval Beginnings	Delete	
Department of History	HSTR376A	Conquest and Rebellion in Latin America, 1492 - 1783	Cross-listing, Description, Mutually exclusive note (MX)	Latin American Studies Program, Department of Hispanic and Italian Studies, Social Justice Studies
Department of History	HSTR376B	The Struggle for Independence in Latin America, 1767-1867	Cross-listing, Description, Mutually exclusive note (MX)	Latin American Studies Program, Department of Hispanic and Italian Studies
Department of History	HSTR376C	Revolutions and Dictators in 20th-century Latin America	Cross-listing, Mutually exclusive note (MX)	Latin American Studies Program, Department of Hispanic and Italian Studies, Intercultural Studies, Social Justice Studies
Faculty of Humanities	HUMA010	Diploma Orientation Seminar	Delete	
Faculty of Humanities	HUMA485	Justice and Being Human	New	
Indigenous Studies Program	IS490	Directed Studies	Units	
Latin American Studies Program	LAS304	Indigenous Latin America, Eco and Social Justice (in English)	New	Department of Hispanic and Italian Studies
Latin American Studies Program	LAS376A	Conquest and Rebellion in Latin America, 1492 - 1783	New	Department of History, Department of Hispanic and Italian Studies
Latin American Studies Program	LAS376B	The Struggle for Independence in Latin America, 1767-1867	New	Department of History, Department of Hispanic and Italian Studies
Latin American Studies Program	LAS376C	Revolutions and Dictators in 20th-century Latin America	New	Department of History, Department of Hispanic and Italian Studies
Department of Pacific and Asian Studies	PAAS208	Family, Gender and Sexuality in the Asia-Pacific	Cross-listing, Mutually exclusive note (MX)	Department of Gender Studies
Department of Pacific and Asian Studies	PAAS240	Traditions of Death and Dying in Asia	New	Associate Vice-President Academic Planning (AVPAP), Religion, Culture and Society Program

Academic unit(s)	Course	Title	Type of change	Consultation
Department of Pacific and Asian Studies	PAAS320	Indigenous Modernities in Asia	New	Associate Vice-President Academic Planning (AVPAP), Indigenous Studies Program
Department of Pacific and Asian Studies	PAAS363	Buddhism	Title, Description, Mutually exclusive note (MX)	Religion, Culture and Society Program
Department of Pacific and Asian Studies	PAAS385	Sex, Gender and the Body in Japanese Culture	Cross-listing, Mutually exclusive note (MX)	Department of Gender Studies
Department of Pacific and Asian Studies	PAAS400	Advanced Research Seminar	Description, Prerequisite	Associate Vice-President Academic Planning (AVPAP)
Department of Pacific and Asian Studies	PAAS440	Anti-Colonial Movements in Asia	New	Associate Vice-President Academic Planning (AVPAP), Department of History
Religion, Culture and Society Program	RCS240	Traditions of Death and Dying in Asia	New	Department of Pacific and Asian Studies
Religion, Culture and Society Program	RCS303	Origin of Space, Time and Matter in the Universe	New	Department of Physics and Astronomy
Religion, Culture and Society Program	RCS363	Buddhism	Title, Description, Prerequisite	
Department of Germanic and Slavic Studies	SLST480	Tolstoy and the Age of Anna Karenina	Mutually exclusive note (MX)	European Studies
Department of Germanic and Slavic Studies	SLST481	Existence and Anxiety in Dostoevsky	Mutually exclusive note (MX)	European Studies
Department of Hispanic and Italian Studies	SPAN484D	The Struggle for Independence in Latin America, 1767-1867	Cross-listing, Description, Mutually exclusive note (MX)	Department of History, Latin American Studies Program

 Add new item

# UVic undergraduate course changes: Sep 2023

## Faculty of Science

Academic unit(s)	Course	Title	Type of change	Consultation
School of Earth and Ocean Sciences	EOS225	Earth System Modelling	Delete	Department of Geography, Department of Biology, Department of Chemistry
School of Earth and Ocean Sciences	EOS230	Introduction to Environmental Data Analysis	Title	Department of Geography
School of Earth and Ocean Sciences	EOS325	Earth System Modelling	Reinstate	Department of Biology, Department of Geography, Department of Chemistry
School of Earth and Ocean Sciences	EOS340	Atmospheric Physics	Pre or corequisite	
School of Earth and Ocean Sciences	EOS400	Advanced Field Geology	Description, Supplemental note, Prerequisite	
School of Earth and Ocean Sciences	EOS423	Advanced Sedimentology and Stratigraphy	Prerequisite, Pre or corequisite	
School of Earth and Ocean Sciences	EOS460	Earth System Science	Prerequisite	Department of Biology, Department of Chemistry, Department of Mechanical Engineering
Department of Mathematics and Statistics	MATH161	Mathematics for Elementary School Teachers I	Prerequisite	Department of Indigenous Education, Department of Curriculum and Instruction, Faculty of Education
Department of Mathematics and Statistics	MATH208	Mathematics for Economics and Econometrics	Delete	Department of Economics
Department of Mathematics and Statistics	MATH222	Discrete and Combinatorial Mathematics	Description	Department of Computer Science
Department of Mathematics and Statistics	MATH320	Graph Theory	Subject and/or number, Mutually exclusive note (MX)	Department of Computer Science
Department of Mathematics and Statistics	MATH322	Combinatorial Structures and Enumeration	Title, Description	Department of Chemistry, Department of Computer Science
Department of Mathematics and Statistics	MATH376	Introduction to Mathematical Biology	New	Department of Biology
Department of Mathematics and Statistics	MATH414	Algebraic Methods in Combinatorics	New	
Department of Mathematics	MATH423	Graph Theory	Subject and/or number	Department of Computer Science

Academic unit(s)	Course	Title	Type of change	Consultation
Department of Mathematics and Statistics	MATH426	Extremal Combinatorics	New	
Department of Mathematics and Statistics	MATH427	Combinatorial Designs	New	
Department of Mathematics and Statistics	MATH428	Discrete Optimization	New	
Department of Mathematics and Statistics	MATH462	Topics in Number Theory	Cross-listing	
Department of Mathematics and Statistics	MATH481	Mathematical Logic	New	
Department of Physics and Astronomy	PHYS303	Origin of Space, Time and Matter in the Universe	Cross-listing, Mutually exclusive note (MX)	Faculty of Humanities, Faculty of Science, Religion, Culture and Society Program
Department of Physics and Astronomy	PHYS329	Intermediate Physics Laboratory	New	
Department of Physics and Astronomy	PHYS340	Atmospheric Physics	Pre or corequisite	School of Earth and Ocean Sciences
Department of Physics and Astronomy	PHYS426	Fluid Mechanics	Prerequisite	School of Earth and Ocean Sciences
Department of Physics and Astronomy	PHYS441	Physical Oceanography	Prerequisite	School of Earth and Ocean Sciences

 Add new item

# UVic undergraduate course changes: Sep 2023

## Faculty of Social Sciences

Academic unit(s)	Course	Title	Type of change	Consultation
Department of Anthropology	ANTH433	Ethnographic Approaches to Coast Salish Land, Law and Culture	Description, Title, Prerequisite	
Department of Economics	ECON345	Applied Econometrics I	Title, Description, Mutually exclusive note (MX), Supplemental note	Associate Vice-President Academic Planning (AVPAP)
Department of Economics	ECON346	Applied Econometrics II	New	Associate Vice-President Academic Planning (AVPAP)
Department of Economics	ECON358	Intermediate Competition Economics	Title	
Department of Economics	ECON405A	International Trade Theory	Prerequisite	
Department of Economics	ECON454	Theory of Corporate Finance	Pre or corequisite	Department of Mathematics and Statistics
Department of Economics	ECON458	Competition Economics II	Prerequisite, Pre or corequisite, Title	
Department of Economics	ECON468	Financial Econometrics	Description, Mutually exclusive note (MX), Prerequisite, Pre or corequisite	Department of Mathematics and Statistics
Department of Economics	ECON481	Environmental Economics II	Recommendation	Human Dimensions of Climate Change
European Studies	EUS200	Introduction to European Cultures and Identities	Description	Department of Art History and Visual Studies, Department of English, Department of French, Department of Hispanic and Italian Studies, Department of Germanic and Slavic Studies, Department of Greek and Roman Studies, Department of Political Science, Medieval Studies Program
European Studies	EUS490	Directed Reading in European Studies	Hours, Title	Department of Art History and Visual Studies, Department of French, Department of Germanic and Slavic Studies, Department of Greek and

Academic unit(s)	Course	Title	Type of change	Consultation
				Roman Studies, Department of English, Department of Hispanic and Italian Studies, Department of Political Science
European Studies	EUS495	Directed Experiential Learning in European Studies	Description, Hours	Department of Art History and Visual Studies, Department of French, Department of Germanic and Slavic Studies, Department of Greek and Roman Studies, Department of Hispanic and Italian Studies, Department of Political Science, Department of English, Co-operative Education Program and Career Services
Department of Geography	GEOG209	Introduction to Environmental Management	Prerequisite	School of Earth and Ocean Sciences
Department of Geography	GEOG230	Introduction to Environmental Data Analysis	Title	
Department of Geography	GEOG272	Introduction to Climatology and Hydrology	Prerequisite	School of Earth and Ocean Sciences
Department of Geography	GEOG489	Climate Solutions	New	School of Earth and Ocean Sciences
Department of Political Science	POLI463	Violence to Indigenous Lands and Bodies	Prerequisite	Indigenous Nationhood Program, Indigenous Studies Program
Division of Continuing Studies, School of Environmental Studies	TCA210	Introduction to the Human Dimensions of Climate Change	New	Associate Vice-President Academic Planning (AVPAP)
Division of Continuing Studies, School of Environmental Studies	TCA310	Transformation in Complex Systems	New	Associate Vice-President Academic Planning (AVPAP)
Division of Continuing Studies, School of Environmental Studies	TCA320	Politics, Policies and Planning for Climate Action	New	Associate Vice-President Academic Planning (AVPAP)
Division of Continuing Studies, School of Environmental Studies	TCA410	Indigenous-Led Climate Action	New	Associate Vice-President Academic Planning (AVPAP)
Division of Continuing Studies, School of Environmental Studies	TCA415	Adaptation Planning and the Built Environment	New	Associate Vice-President Academic Planning (AVPAP)

Academic unit(s)	Course	Title	Type of change	Consultation
Division of Continuing Studies, School of Environmental Studies	TCA420	Water Futures: Drought, Fire, Floods, Collaborative Governance	New	Associate Vice-President Academic Planning (AVPAP)
Division of Continuing Studies, School of Environmental Studies	TCA425	Organizing for Transformative Change	New	Associate Vice-President Academic Planning (AVPAP)
Division of Continuing Studies, School of Environmental Studies	TCA430	Future Ecosystems and Communities	New	Associate Vice-President Academic Planning (AVPAP)
Division of Continuing Studies, School of Environmental Studies	TCA480	Special Topics in Transformative Climate Action	New	Associate Vice-President Academic Planning (AVPAP)
Division of Continuing Studies, School of Environmental Studies	TCA490	Practicum in Transformative Climate Action	New	Associate Vice-President Academic Planning (AVPAP)

 Add new item



# UVic graduate program changes: Sep 2023

## Peter B. Gustavson School of Business


Academic unit(s)	Code	Title	Type(s) of change	Consultation
Peter B. Gustavson School of Business	GR-BUSI-ADMS	Business: Admission Requirements	Change in the description of a program or credential not involving any change in program or credential requirements	
Peter B. Gustavson School of Business	MBA-BUSI	Business Administration (Daytime and Weekend)	Change in the description of a program or credential not involving any change in program or credential requirements	
Peter B. Gustavson School of Business	MGB-GLB	Global Business	Change in the description of a program or credential not involving any change in program or credential requirements	
Peter B. Gustavson School of Business	MM-MGT	Management	Change in the description of a program or credential not involving any change in program or credential requirements	
Peter B. Gustavson School of Business	PHD-IMO	International Management and Organization	Change in the description of a program or credential not involving any change in program or credential requirements	

 Add new item

# UVic graduate program changes: Sep 2023

## Faculty of Education

Academic unit(s)	Code	Title	Type(s) of change	Consultation
Department of Educational Psychology and Leadership Studies	MA-EDPS	Educational Psychology	Change in the description of a program or credential not involving any change in program or credential requirements	
Department of Educational Psychology and Leadership Studies	MED-EDPS	Educational Psychology	Change in the description of a program or credential not involving any change in program or credential requirements	
Department of Educational Psychology and Leadership Studies	PHD-EDPS	Educational Psychology	Change in the description of a program or credential not involving any change in program or credential requirements	

 Add new item

# UVic graduate program changes: Sep 2023

## Faculty of Engineering and Computer Science


Academic unit(s)	Code	Title	Type(s) of change	Consultation
Department of Computer Science, Department of Electrical and Computer Engineering	MENG-ADS	Applied Data Science	Change of the required courses for a program	Department of Computer Science, Faculty of Graduate Studies, Associate Vice-President Academic Planning (AVPAP)
Department of Mechanical Engineering, Biomedical Engineering	MENG-BISY	Biomedical Systems	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP)
Department of Civil Engineering	MENG-INEC	Industrial Ecology	Other, Change of the required courses for a program	Faculty of Graduate Studies, Department of Mechanical Engineering, School of Earth and Ocean Sciences, School of Environmental Studies, School of Public Administration, Peter B. Gustavson School of Business
Department of Electrical and Computer Engineering	MENG-MTIS	Telecommunications and Information Security	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP), Department of Computer Science, Faculty of Graduate Studies

 Add new item

# UVic graduate program changes: Sep 2023

## Faculty of Fine Arts

Academic unit(s)	Code	Title	Type(s) of change	Consultation
School of Music	MMUS-MPFR-SVO	Staged Voice	Creation	Faculty of Fine Arts, Department of Theatre, Department of Germanic and Slavic Studies, Department of French, Department of Hispanic and Italian Studies


 Add new item

# UVic graduate program changes: Sep 2023

## Faculty of Human and Social Development

Academic unit(s)	Code	Title	Type(s) of change	Consultation
School of Nursing	GCERT-NEDU	Nursing Education	Creation	Associate Vice-President Academic Planning (AVPAP), Faculty of Human and Social Development, Faculty of Graduate Studies
School of Public Administration	GDIPL-PH	Public Health	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Faculty of Graduate Studies, Associate Vice-President Academic Planning (AVPAP)
School of Public Administration	MA-CD	Community Development	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Associate Vice-President Academic Planning (AVPAP), Faculty of Graduate Studies
Social Dimensions of Health	MA-SDH	Social Dimensions of Health	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Associate Vice-President Academic Planning (AVPAP), Faculty of Graduate Studies
School of Nursing, School of Health Information Science	MN+MSC-NUHI+HINU	Nursing and Health Informatics	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP)
School of Nursing	MN-NURS	Advanced Practice Nursing	Change in the description of a program or credential not involving any change in program or credential requirements	School of Health Information Science, Associate Vice-President Academic Planning (AVPAP), Faculty of Graduate Studies, Faculty of Human and Social Development
School of Nursing	MN-NURS-APL	Advanced Practice Leadership	A modification that significantly changes a program or credential's focus, content, structure, or requirements, Change in a listing of eligible or elective courses that can be used to meet program or credential requirements, Change of the required courses for a program	School of Health Information Science, Associate Vice-President Academic Planning (AVPAP)
School of Nursing	MN-NURS-NPP	Nurse Practitioner	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Associate Vice-President Academic Planning (AVPAP)
School of Nursing	MN-NURS-NPPS	Nurse Practitioner Post-Degree Stream	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP)

Academic unit(s)	Code	Title	Type(s) of change	Consultation
School of Nursing	MN-NURS-NPPS	Nurse Practitioner Post-Degree Stream	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP)
School of Nursing	MN-NURS-NUED	Nurse Educator	A modification that significantly changes a program or credential's focus, content, structure, or requirements, Change of the required courses for a program, Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Associate Vice-President Academic Planning (AVPAP), School of Health Information Science
School of Public Health and Social Policy	MPH-PH-PHNU	Public Health Nursing	Change of the required courses for a program	Faculty of Graduate Studies, Associate Vice-President Academic Planning (AVPAP)
Social Dimensions of Health	MSC-SDH	Social Dimensions of Health	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Associate Vice-President Academic Planning (AVPAP), Faculty of Graduate Studies
School of Indigenous Governance	PHD-IGOV	Indigenous Governance	Creation	Associate Vice-President Academic Planning (AVPAP), Faculty of Law, School of Environmental Studies, Department of Anthropology, Indigenous Studies Program, Department of Political Science, Faculty of Graduate Studies, Cultural, Social and Political Thought
Social Dimensions of Health	PHD-SDH	Social Dimensions of Health	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	Associate Vice-President Academic Planning (AVPAP), Faculty of Graduate Studies

 Add new item

# UVic graduate program changes: Sep 2023

## Faculty of Humanities


Academic unit(s)	Code	Title	Type(s) of change	Consultation
Cultural, Social and Political Thought, Department of English	MA-ENGL-ESPT	Concentration in Cultural, Social and Political Thought	A modification that significantly changes a program or credential's focus, content, structure, or requirements	Cultural, Social and Political Thought, Associate Vice-President Academic Planning (AVPAP), Faculty of Fine Arts, Department of French, Department of History, Interdisciplinary Studies, Department of Political Science
Department of French	MA-FFST	French and Francophone Studies	Change in name of program or credential, Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP), Department of Anthropology, Department of English, School of Environmental Studies, Department of Germanic and Slavic Studies, Department of Political Science, Department of Sociology, Cultural, Social and Political Thought, Department of History, Interdisciplinary Studies
Cultural, Social and Political Thought, Department of French and Francophone Studies	MA-FLLC-FSPT	Concentration in Cultural, Social and Political Thought	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP), Department of Anthropology, Cultural, Social and Political Thought, Department of History, Department of English, Department of Germanic and Slavic Studies, School of Environmental Studies, Department of Political Science, Department of Sociology, Interdisciplinary Studies
Department of History	MA-HIST	History	Change in the description of a program or credential not involving any change in program or credential requirements	Associate Vice-President Academic Planning (AVPAP), Department of English, Faculty of Graduate Studies
Department of History, Cultural, Social and Political Thought	MA-HIST-HSPT	Concentration in Cultural, Social and Political Thought	A modification that significantly changes a program or credential's focus, content, structure, or requirements	Associate Vice-President Academic Planning (AVPAP), Cultural, Social and Political Thought

 Add new item

# UVic graduate program changes: Sep 2023

## Faculty of Science

Academic unit(s)	Code	Title	Type(s) of change	Consultation
Department of Biology	PHD- BIOL	Biology	Change in the description of a program or credential not involving any change in program or credential requirements	

 Add new item



# UVic graduate program changes: Sep 2023

## Faculty of Social Sciences

Academic unit(s)	Code	Title	Type(s) of change	Consultation
Cultural, Social and Political Thought, Department of English	MA-ENGL-ESPT	Concentration in Cultural, Social and Political Thought	A modification that significantly changes a program or credential's focus, content, structure, or requirements	Cultural, Social and Political Thought, Associate Vice-President Academic Planning (AVPAP), Faculty of Fine Arts, Department of French, Department of History, Interdisciplinary Studies, Department of Political Science
Cultural, Social and Political Thought, Department of French and Francophone Studies	MA-FLLC-FSPT	Concentration in Cultural, Social and Political Thought	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP), Department of Anthropology, Cultural, Social and Political Thought, Department of History, Department of English, Department of Germanic and Slavic Studies, School of Environmental Studies, Department of Political Science, Department of Sociology, Interdisciplinary Studies
Department of History, Cultural, Social and Political Thought	MA-HIST-HSPT	Concentration in Cultural, Social and Political Thought	A modification that significantly changes a program or credential's focus, content, structure, or requirements	Associate Vice-President Academic Planning (AVPAP), Cultural, Social and Political Thought
Cultural, Social and Political Thought, Department of Political Science	MA-POLI-PSPT	Concentration in Cultural, Social and Political Thought	A modification that significantly changes a program or credential's focus, content, structure, or requirements	Cultural, Social and Political Thought
Department of Sociology	MA-SOCI	Sociology	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	
Department of Sociology, Cultural, Social and Political Thought	MA-SOCI-SSPT	Concentration in Cultural, Social and Political Thought	A modification that significantly changes a program or credential's focus, content, structure, or requirements	Cultural, Social and Political Thought
Department of Sociology	PHD-SOCI	Sociology	Change of the required courses for a program	Associate Vice-President Academic Planning (AVPAP)

 Add new item

# UVic graduate course changes: Sep 2023

## Peter B. Gustavson School of Business


Academic unit(s)	Course	Title	Type of change	Consultation
Peter B. Gustavson School of Business	MBA502A	Personal and Professional Development	Grading, Supplemental note	
Peter B. Gustavson School of Business	MM504	Workplace and Career Preparation	Units	
Peter B. Gustavson School of Business	MM505	Professional Development	Units	
Peter B. Gustavson School of Business	MM510A	Organizations in a Changing World I	Description, Units	
Peter B. Gustavson School of Business	MM510B	Organizations in a Changing World II	Description, Units	
Peter B. Gustavson School of Business	MM520A	Collaborative Teamwork in Organizations I	Description, Units	
Peter B. Gustavson School of Business	MM520B	Collaborative Teamwork in Organizations II	Description, Units	
Peter B. Gustavson School of Business	MM530A	Applied Organizational Skills and Knowledge I	Description, Units	
Peter B. Gustavson School of Business	MM530B	Applied Organizational Skills and Knowledge II	Description, Units	
Peter B. Gustavson School of Business	MM540A	Organizational Analysis and Problem Solving I	Description, Units	
Peter B. Gustavson School of Business	MM540B	Organizational Analysis and Problem Solving II	Description, Units	
Peter B. Gustavson School of Business	MM550	Selected Topics in Management	New	
Peter B. Gustavson School of Business	MM596	Capstone Reflections	Title, Grading, Description, Supplemental note	

 Add new item

# UVic graduate course changes: Sep 2023

## Faculty of Education

Academic unit(s)	Course	Title	Type of change	Consultation
School of Exercise Science, Physical and Health Education	EPHE597	Comprehensive Exam - Exercise Science, Physical and Health Educ	Retain	Faculty of Graduate Studies

 Add new item

# UVic graduate course changes: Sep 2023

## Faculty of Engineering and Computer Science

Academic unit(s)	Course	Title	Type of change	Consultation
Biomedical Engineering, Department of Mechanical Engineering	BME510	Bioprinting and 3D Printing Human Body Parts	Cross-listing, Hours, Mutually exclusive note (MX)	
Biomedical Engineering, Department of Mechanical Engineering	BME520	Human Factors and Usability Engineering for Medical Devices	Cross-listing, Mutually exclusive note (MX)	Department of Electrical and Computer Engineering
Department of Civil Engineering	CIVE512	Industrial Symbiosis, Biomimicry, and Green Chemistry	Title, Description	Faculty of Graduate Studies
Department of Civil Engineering	CIVE516	Climate Strategy	New	Faculty of Graduate Studies
Department of Civil Engineering	CIVE519A	MEng Project in Industrial Ecology A	Subject and/or number	
Department of Civil Engineering	CIVE519B	MEng Project in Industrial Ecology B	Delete	
Department of Civil Engineering	CIVE543	Water and Sanitation Field School	New	Faculty of Graduate Studies
Department of Computer Science	CSC512	Computing for Cognitive Augmentation	New	
Department of Computer Science	CSC513	Designing Creativity Support Tools	New	
Department of Computer Science	CSC527	Advanced Topics in Bioinformatics	New	
Department of Computer Science	CSC531	Machine Learning Theory	New	
Department of Computer Science	CSC573	Fundamentals of Computer Animation	New	Software Engineering, Department of Electrical and Computer Engineering
Department of Electrical and Computer Engineering	ECE521	Computational Electromagnetics	Subject and/or number, Mutually exclusive note (MX)	
Department of Electrical and Computer Engineering	ECE621	Numerical Techniques in Electromagnetics	Subject and/or number	Associate Vice-President Academic Planning (AVPAP)
Department of Civil Engineering	INEC598	MEng Project in Industrial Ecology	Subject and/or number, Mutually exclusive note (MX)	Faculty of Graduate Studies
Department of Mechanical Engineering	MECH555	Micro-ElectroMechanical Systems	Sunset	

 Add new item

# UVic graduate course changes: Sep 2023

## Faculty of Fine Arts

Academic unit(s)	Course	Title	Type of change	Consultation
School of Music	MUS540	Individual Tuition	Repeatable for credit (MTO)	
School of Music	MUS542	Lyric Diction	New	
School of Music	MUS545	Major Instrument Study	Repeatable for credit (MTO)	
School of Music	MUS545Q	Major Instrument Study	Repeatable for credit (MTO), Description	
School of Music	MUS555	Individual Tuition in Composition	Repeatable for credit (MTO), Hours	
School of Music	MUS581H	Chamber Music Staged Voice Stream	New	
School of Music	MUS588H	MMus Practicum First Year Staged Voice Performance	New	
School of Music	MUS598H	MMus Practicum Second Year Staged Voice Performance	New	


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# UVic graduate course changes: Sep 2023

## Faculty of Human and Social Development

Academic unit(s)	Course	Title	Type of change	Consultation
School of Indigenous Governance	IGOV693	PhD CANDIDACY EXAMINATIONS	Title, Description, Grading, Prerequisite	Associate Vice-President Academic Planning (AVPAP), Cultural, Social and Political Thought, Department of Anthropology, Department of Political Science, School of Environmental Studies, Indigenous Studies Program, Faculty of Graduate Studies, Faculty of Law
School of Nursing	NUNP531	Applied Pathophysiology	Description, Supplemental note, Corequisite	Associate Vice-President Academic Planning (AVPAP)
School of Nursing	NUNP532	Pharmacological Interventions in Health and Illness	Corequisite, Supplemental note, Description	Associate Vice-President Academic Planning (AVPAP)
School of Nursing	NUNP537	Family Nurse Practitioner Integration Internship	Description, Prerequisite, Supplemental note	Associate Vice-President Academic Planning (AVPAP)
School of Nursing	NUNP540	Advanced Assessment and Diagnostic Reasoning Theory	Description, Supplemental note	Associate Vice-President Academic Planning (AVPAP)
School of Nursing	NUNP541	Advanced Assessment and Diagnostic Reasoning Practice	Description, Supplemental note	Associate Vice-President Academic Planning (AVPAP)
School of Nursing	NUNP543	Primary Health Care I (Adult Theory)	Description, Supplemental note, Corequisite	Associate Vice-President Academic Planning (AVPAP)
School of Nursing	NUNP544	Primary Health Care I (Adult Practice)	Subject and/or number	Associate Vice-President Academic Planning (AVPAP)
School of Nursing	NUNP545	Primary Health Care II (Children and Families Theory)	Description, Supplemental note, Corequisite, Prerequisite	Associate Vice-President Academic Planning (AVPAP)
School of Nursing	NUNP546	Primary Health Care II (Children and Families Practice)	Subject and/or number	Associate Vice-President Academic Planning (AVPAP)
School of Nursing	NUNP547	Primary Health Care III (Older Adult Theory)	Description, Supplemental note,	Associate Vice-President Academic Planning (AVPAP)

Academic unit(s)	Course	Title	Type of change Prerequisite	Consultation
School of Nursing	NUNP548	Primary Health Care III (Practicum)	Title, Description, Supplemental note, Prerequisite	Associate Vice-President Academic Planning (AVPAP)
School of Nursing	NUNP549	Primary Health Care I & II (Practicum)	Subject and/or number	Associate Vice-President Academic Planning (AVPAP)
School of Nursing	NUNP593	Capstone Synthesis	Delete	Associate Vice-President Academic Planning (AVPAP)
School of Nursing	NURS591	Thesis Seminar 1	New	
School of Nursing	NURS592	Thesis Seminar 2	New	
School of Nursing	NURS596	Nursing Scholarship Integration and Dissemination	Description, Mutually exclusive note (MX)	Associate Vice-President Academic Planning (AVPAP)

 Add new item

# UVic graduate course changes: Sep 2023

## Faculty of Humanities

Academic unit(s)	Course	Title	Type of change	Consultation
Department of French and Francophone Studies	FRAN500A	Introduction to Theory and Research Methods	Description, Title	
Department of French and Francophone Studies	FRAN500B	Application of Research Methods	Description	
Department of French and Francophone Studies	FRAN598	Project/Oral	Title	
Department of French and Francophone Studies	FRAN599	Thesis	Title, Description	Cultural, Social and Political Thought

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# UVic graduate course changes: Sep 2023

## Faculty of Social Sciences

Academic unit(s)	Course	Title	Type of change	Consultation
Department of Anthropology	ANTH612	Graduate Colloquium	Description, Supplemental note	Cultural, Social and Political Thought
Department of Geography	GEOG500A	Foundations in Geography	Description, Title	
Department of Geography	GEOG500B	Geographic Research Design and Practice	Description, Title	
Department of Psychology	PSYC556	Applied Clinical Assessment in Cognitive Functioning	Description, Hours	
Department of Sociology	SOCI608	Advanced Statistical Analysis	Sunset	School of Health Information Science

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