



**The next open meeting of the Senate of the University of Victoria is scheduled for Friday, October 6, 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. REMARKS FROM THE CHAIR**

- a. President's Report **INFORMATION**

**3. MINUTES ACTION**

- a. May 5, 2023 (**SEN-OCT 6/23-1**)

Motion: That the minutes of the open session of the meeting of the Senate held on May 5, 2023 be approved and that the approved minutes be circulated in the usual way.

- b. Special Meeting of Senate August 22, 2023 (**SEN-OCT 6/23-2**)

Motion: That the minutes of the open session of the special meeting of the Senate held on August 22, 2023 be approved and that the approved minutes be circulated in the usual way.

**4. BUSINESS ARISING FROM THE MINUTES**

- a. Procedures for the Appointment of Acting Associate Deans Indigenous

**5. CORRESPONDENCE**

- a. University of Victoria Financial Statements **INFORMATION**  
as at March 31, 2023 (**SEN-OCT 6/23-3**)

(Note: the Schedule of Employees' Remuneration and Expenses is available for viewing by [clicking here](#).)

Advance notice of questions is appreciated. The Vice-President Finance and Operations will be pleased to answer any questions received *prior to* noon on the day of the Senate meeting. Please email questions to Kathy MacDonald in the Office of the University Secretary at [usec2@uvic.ca](mailto:usec2@uvic.ca).

## 6. PROPOSALS AND REPORTS FROM SENATE COMMITTEES

### a. Senate Committee on Academic Standards – Yasmine Kandil, Chair

- i. Change to Admission Requirements for Bachelor of Science, Computer Science (SEN-OCT 6/23-4) **ACTION**

Motion: That Senate approve the proposal to change the admission requirements for Bachelor of Science, Computer Science effective May 1, 2024.

- ii. Revisions to the Undergraduate and Graduate Examination Cancellation Policy and Guidelines (SEN-OCT 6/23 -5) **ACTION**

Motion: That Senate approve the revisions to the Examination Cancellation Policy and Guidelines in the Academic Calendars.

- iii. 2022/2023 Annual Report (SEN-OCT 6/23-6) **INFORMATION**

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

- i. Appointments to the 2023/2024 Senate standing committees (SEN-OCT 6/23-7) **ACTION**

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

### c. Senate Committee on Awards – Maureen Ryan, Chair

- i. New and Revised Awards (SEN-OCT 6/23-8) **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:

- Hawkes-Little Graduate Scholarship\* (Revised)
- Maurie Jorre de St. Jorre Prize (Revised)
- Carfra Lawton LLP Scholarship (Revised)
- Law Foundation of B.C. Public Interest Award (Revised)
- Philip K. H. Wong Scholarship\* (Revised)
- Georgia Klap Award (Revised)
- Jack Howard Jackson Memorial Bursary (Revised)
- Marilyn McCrimmon Scholarship in Education\* (New)
- James H. Coward Award (Revised)
- Religion, Culture and Society Student Travel Enrichment Award (New)
- Loretta Warnsby Memorial Award in Law\* (New)
- Inez St. Dennis Memorial Music Education Service Award (New)
- Kris and Pushpa Tangri Memorial Bursary in Theatre\* (New)
- Sara Spencer Foundation Graduate Scholarship\* (Revised)
- Stephen Canning Memorial Scholarship\* (Revised)
- Birdwood Fund Award\* (New)
- Kenneth L. Avio Honours Prize (Revised)
- Victoria Korean Presbyterian Church Award (New)
- Colin Jones Prize in Canadian Public Policy (Revised)
- Leonard Laudadio Prize in Environmental Economics (Revised)
- TELUS Friendly Future Foundation Social Impact Bursary (New)
- Mackenzie Rigg Men's Soccer Award\* (Revised)
- Working for a Better World Award (Revised)
- Audain Travel Award (Revised)
- Andreas Antoniou Medal for Digital Signal Processing (Revised)
- Muriel Ford Memorial Bursary\* (Revised)
- Y.P. Heung Foundation Post-Secondary Scholarship (New)
- Coastal Climate Solutions Leaders Graduate Scholarship\* (New)
- J. Prospero Scholarship for Sustainable Mining (Revised)
- Peter Liddell Award in Humanities Computing\* (Revised)
- Vancouver Island Trails Information Society Scholarship (Revised)
- Derrick and Gwen Mallard Scholarship in Environmental Protection\* (Revised)
- Ferguson Graduate Research Award in Digital Health (Revised)
- WIN Self-Sufficiency Bursary (Revised)

- Vicky Husband Scholarship\* (Revised)
- Marilynne Convey Scholarship\* (Revised)
- UVic Retirees Association Award\* (Revised)
- Elaine Gallagher Award\* (Revised)
- Alice Lou-Poy Graduate Scholarship\* (Revised)
- Neena Chappell Scholarship\* (Revised)
- Dr. David Chuenyan Lai Scholarship\* (Revised)
- Empresa Properties Vikes Cross Country & Track Award\* (Revised)
- Stacey Reginald Ball Prize\* (Revised)
- Lucas Main Elevator Award (New)
- Orca Book Publishers Student Mobility Award in Teacher Education (Revised)
- VicFounders Award (New)
- Dr. Jean Downie Dey Student Mobility Award\* (Revised)
- Barry Chow Vikes Basketball Award\* (New)
- Marion Cassels Memorial Indigenous Athletics Award\* (New)
- Lynne Duncan Scholarship in Public Administration\* (New)
- Hilda Shilliday Nursing Award (New)
- Victoria Canada-China Friendship Association Scholarship\* (Revised)
- Myrna and Terry Daniels Award in Indigenous Education\* (Revised)
- University of Victoria Youth in Care Award (Revised)

*\* Administered by the University of Victoria Foundation*

d. Senate Committee on Continuing Studies – Jo-Anne Clarke, Chair

i. 2022/2023 Annual Report (**SEN-OCT 6/23-9**) **INFORMATION**

e. Senate Committee on Curriculum – Adam Con, Chair

i. 2022/2023 Annual Report (**SEN-OCT 6/23-10**) **INFORMATION**

ii. 2023/2024 Cycle 3 Curriculum Submissions (**SEN-OCT 6/23-11**) **ACTION**

Motion: That Senate approve the curriculum changes recommended by the Faculties and the Senate Committee on Curriculum for inclusion in the 2023/2024 academic calendar, effective January 1, 2024.

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).**

- g. Ad hoc Senate Committee on Academic Health Programming  
– Helga Hallgrímsdóttir, Chair
- i. Update from Chair

**INFORMATION**

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

- a. Faculty of Engineering and Computer Science – Approval of Faculty Convocation Lists (**SEN-OCT 6/23-12**)

**ACTION**

Motion: That Senate approve that the Convocation lists of graduating students from the Faculty of Engineering and Computer Science be approved by the Dean, or designate, after review and approval by departmental Chairs/Directors or designates.

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

- a. Office of the Vice-President Academic and Provost Update
- b. 2022/23 Annual Report on the Status of External Reviews of Academic Units (**SEN-OCT 6/23-13**)

**INFORMATION**

**INFORMATION**

## **9. OTHER BUSINESS**

- a. Academic Important Dates (**SEN-OCT 6/23-14**)

**ACTION**

Motion: That Senate approve the Academic Important Dates for the period January 2025 through April 2025 for submission to the January 2024 undergraduate and graduate academic calendar publications.

- b. Senate resignations
- c. Joint Senate Board Retreat
- d. Election of Vice-Chair of Senate

**INFORMATION**

**INFORMATION**

**ACTION**

**10. ADJOURNMENT**



Meeting of Senate  
May 5, 2023

MINUTES

A meeting of the Senate of the University of Victoria was held on May 5, 2023 at 3:31 p.m. in the Senate and Board Chambers, Jamie Cassels Centre, Room A180.

**1. APPROVAL OF THE AGENDA**

Motion: (G. Voss/E. Croft)  
That the agenda be approved as circulated.

CARRIED

**2. MINUTES**

**a. April 14, 2023**

Motion: (A. Lepp/L. Harder)  
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.

CARRIED

**3. BUSINESS ARISING FROM THE MINUTES**

There was none.

**4. REMARKS FROM THE CHAIR**

**a. President's Report**

K. Hall thanked the Senators for their contributions to a productive year on Senate. In particular, he thanked each out-going Senator for their service. K. Hall also acknowledged the contributions of out-going academic leaders Dean Saul Klein and Acting Deans Catherine McGregor and Val Napoleon. Finally, he thanked the University Secretary's office for their work.

K. Hall recognized that May 5 is Red Dress Day, the National Day of Awareness for Missing and Murdered Indigenous Women and Girls and Two-Spirit People. He asked Senate to take a moment to acknowledge the families and communities that have been impacted by this crisis.

K. Hall reported that the Minister of Post-Secondary Education and Future Skills, Hon. Selina Robinson visited the campus today to meet with students and announce \$480 million in funding toward a Future Ready Skills Plan.

The university received an 83-million-dollar investment from the Canada First Research Excellence Fund for the Accelerating Community Energy Transformation initiative. K Hall congratulated those involved at

the Institute for Integrated Energy Systems; Curran Crawford, Brad Buckham, Ned Djilali, and Tamara Krawchenko. He also commended Vice-President Research and Innovation, Lisa Kalynchuk, her staff and those in University Communications and Marketing who helped to make this a reality.

K. Hall highlighted the three co-op students of the year, recognized for their outstanding contribution to their employer organizations. Lauryn Orme in Commerce, Camas Ussery in Law, and Muskan Hans in Computer Science.

The University of Victoria was named one of Canada's Greenest Employers of 2023 by the Canada's Top 100 Employers project. This is the ninth time the campus has been recognized for our green initiatives and for providing leadership and action on climate change and sustainability, such as the campus community garden, cycling infrastructure, and our commitment to passive house standards.

K. Hall noted that he was recently in Ottawa and Toronto and attended two alum events. He remarked on the university's engaged alumni and the pride of being UVic students. He encouraged Senate members to reach out to our alumni members and engage them in our activities.

Finally, K. Hall announced Dr. Katya Rhodes, Assistant Professor in the School of Public Admin, has won the 'Early in Career Award' from CUFA BC's Distinguished Academics Award series for her work to improve climate policies that will achieve climate targets in an economically efficient, politically acceptable, and equitable manner.

## **5. CORRESPONDENCE**

### **a. Office of the Ombudsperson**

#### **i. 2022 Annual Report**

K. Hall introduced Annette Fraser, Ombudsperson, and thanked her for her service to students.

Highlighting aspects of her report, A. Fraser emphasized the changes to learning and teaching with the development of artificial intelligence and the need for clarification across the university. She noted the decrease in issues related to Academic Concessions since the new regulation was introduced but noted the need for instructors to be proactive with academic accommodations, referencing the current Policy on Academic Accommodation and Access for Students with Disabilities. Finally, A. Fraser noted the need for a suite of resources for graduate students to better understand the supervisory relationship.

Senators thanked A. Fraser for the report and discussed the office's reporting schedule and the needs of graduate students. As this was A. Fraser's last Senate meeting, Senators also thanked her for her excellent service to students with applause.

### **b. Campus Planning Committee**

#### **i. Semi-annual report**

Elizabeth Croft, Vice-President Academic and Provost, presented the campus planning semi-annual report. A Senator asked how much additional funding was needed to contribute to the Engineering and Computer



Science building. E. Croft replied that thanks to Andrew Coward, Associate Vice-President Financial Planning, and his team, \$31M in funding was added to the build.

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

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

E. Croft echoed the President's thanks to the outgoing Deans and congratulated Helga Hallgrímsdóttir on the recent ratification as Deputy Provost. E. Croft noted that a search was underway to fill the Associate Vice-President Academic Programs, and Senators could provide their feedback until May 11.

Regarding enrolment, E. Croft reported that applications had increased from last year, and her office was cautiously optimistic that enrolment would continue to be positive.

### **b. Academic Action Plan**

E. Croft introduced the Academic Action Plan as a framework to support other successful university strategic plans. H. Hallgrímsdóttir presented the plan's goals to provide strategic direction, evolve the university's academic aspirations, and build financial capacity. She explained the themes contained within the plan and outlined the proposed timeline from consultation to finalization and launch in 2024. H. Hallgrímsdóttir also noted that there would be an annual review and revision process.

A Senator asked if the Academic Action Plan was meant to implement a process or present to the community and those outside the campus. E. Croft replied that the priority was to work together with our strategic plans and get work done.

In reply to another Senator's comment regarding the consultation, E. Croft noted that the Academic Action Plan was to bring different academic units together in coordination and, with the already existing strategic plans, figure out and track actions to work toward our university goals.

### **c. Proposed Revisions to AC 1135 – Policy for the Establishment of Certificate and Diploma Programs**

K. Hall introduced the creation of micro-certificates and commented on the government's funding already supporting these credentials across the province. Elizabeth Adjin-Tettey, Acting Associate Vice-President Academic Programs, explained the delegated authority governance process proposed for approval.

Senators discussed the need to standardize the definition of instructional hours, the need for quality assurance, and the importance of coordinating support for these activities. E. Adjin-Tettey explained that tuition structures would be approved through the Tuition Committee.

Motion: (M. Hoorfar/L. Harder)

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

**CARRIED**

**d. Report on UVic Accessibility Committee and Academic Accessibility for Students**

E. Croft introduced the report by explaining that the 2022 *Accessible British Columbia Act* has created a new process for the university. H. Hallgrímsdóttir outlined the required composition of the committee members and announced that the plan would be online, reviewed at least once every three years, and incorporate principles including inclusion, adaptability, diversity, collaboration, self-determination, and universal design. She reported on recent success across campus in reducing barriers and explained the draft priorities for the next three years.

Recognizing this was important work, a Senator inquired about the priority of university design and whether this was a university priority rather than a requirement from the provincial government. The Senator also asked if the government provided funding with the act's requirements. H. Hallgrímsdóttir was unaware if universal design was a requirement from the government or if there would be any funding. Nevertheless, universal design is an important principle that will look different depending on the discipline and will be supported by the Division of Learning and Teaching Support and Innovation. She acknowledged that the numbers of accommodated students are currently unsustainable and to continue looking at accessibility as an accommodation issue will not work. K. Hall commented that the Minister has been on record that universal design should be used.

Senators continued to discuss issues of funding, resources and that accessibility extends beyond disabilities.

**c. Annual Report on Non-Academic Misconduct Allegations and Resolutions**

Jim Dunsdon, Associate Vice-President Student Affairs, introduced the annual report, which provided a background of the Resolution of Non-Academic Misconduct Allegations policy, trends, and anonymized data on allegations throughout the year.

Noting the two incidents of illegal activity, K. Hall asked about the category. Emily Waterman, Acting Director Student Life, explained that this category was illegal activities not captured under other areas. She provided an example of dangerous driving activities.

A Senator inquired how many allegations were resolved through mediation. E. Waterman explained the informal resolution mechanism which occurs before a formal allegation is formally reported.

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

**a. Senate Committee on Academic Standards**

**i. Faculty of Law – JD/JID Undergraduate Admission Requirements**

Yasmine Kandil, Chair of the Senate Committee on Academic Standards introduced the proposal. There were no questions.

Motion: (D. Curran/J. Salem)

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.

CARRIED

**ii. Faculty of Engineering and Computer Science – Bachelor in Engineering and Bachelor in Software Engineering Undergraduate Admission Requirements**

Y. Kandil introduced the proposal. There were no questions.

Motion: (G. Voss/G. McDonough)

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

CARRIED

**iii. Faculty of Engineering and Computer Science – Minor in Mechanical Systems Undergraduate Program Requirements**

Y. Kandil introduced the proposal. A Senator asked if the Minor requirements would apply to those outside the Faculty of Engineering and Computer Science. Mina Hoorfar, Dean of the Faculty of Engineering and Computer Science, explained that anyone with the required prerequisites could take this program. As a result, these standards would apply to those outside of the Faculty.

Motion: (S. Hundza/Y. Shi)

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

CARRIED

**iv. Faculty of Human and Social Development – School of Nursing Graduate Admission Requirements**

Y. Kandil introduced the proposal. There were no questions.

Motion: (M. Hoorfar/A. Newcombe)

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.

CARRIED

**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**

Y. Kandil introduced the proposal. There were no questions.

Motion: (S. Hundza/G. McDonough)

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.

**CARRIED**

**vi. Faculty of Education – Bachelor of Arts in Indigenous Language Proficiency Admission and Transfer Requirements**

Y. Kandil introduced the proposal. There were no questions.

Motion: (S. Hundza/M. Hoorfar)

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

**CARRIED**

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

Y. Kandil introduced the proposal. There were no questions.

Motion: (M. Laidlaw/S. Hundza)

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

**CARRIED**

Motion: (D. Curran/G. McDonough)

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

**CARRIED**

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

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

K. Hall thanked Senate for the conversation at the April Senate meeting. E. Croft introduced the proposal. H. Hallgrímsdóttir provided Senators with a list of committee members and those positions still out for nomination. There were no questions.

Motion: (M. Hoorfar/L. Marks)

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

**CARRIED**

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

Ada Saab, Associate University Secretary, referred to the revisions proposed to align with the previously approved Policy for the Establishment of Micro-Certificates, Certificates and Diploma Programs to include micro-certificates. There were no questions.

Motion: (J. Clarke/A. Newcombe)

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

**CARRIED**

**iii. Nominations to the *Ad hoc* Senate Committee on Academic Health Programming**

A. Saab introduced the nominations. There were no questions.

Motion: (H. Kurki/P. Mukhopadhyaya)

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.

**CARRIED**

**iv. Appointments to the 2023/2024 Senate Standing Committees**

K. Hall introduced the listing of the Senate committee memberships. A. Saab noted that outstanding vacancies would be filled over the course of the summer for Senate's approval in the fall. There were no questions.

Motion: (P. Loock/J. Salem)

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

**CARRIED**

**c. Senate Committee on Appeals**

**i. 2022/2023 Annual Report**

On behalf of the Chair of the Senate Committee on Appeals, Mark Laidlaw introduced the annual report. He highlighted the committee's recommendation to discontinue the practice of publishing academic policies and regulations on individual units' websites. M. Laidlaw noted that this information is not always accurate or in line with the regulations in the academic calendar. There were no questions.

**d. Senate Committee on Awards**

**i. Revisions to the Academic Calendars – Definitions of Student Awards and Financial Aid**

Maureen Ryan, Chair of the Senate Committee on Awards, introduced the definition revisions. There were no questions.

Motion: (G. Voss/J. Salem)

That Senate approve the revisions to the Financial Aid, and the Undergraduate Scholarships, Awards, Medals and Prizes regulations in the Undergraduate Academic Calendar.

**CARRIED**

Motion: (M. Hoorfar/J. Salem)

That Senate approve the revisions to the Awards for Graduate Study regulation in the Graduate Academic Calendar.

**CARRIED**

**ii. New and Revised Awards**

M. Ryan introduced the new and revised awards. There were no questions.

Motion: (D. Curran/K. Diether)

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*

**CARRIED**

**e. Senate Committee on Curriculum**

**i. 2023/2024 Cycle 2 Curriculum Submissions**

Adam Con, Chair of the Senate Committee on Curriculum, introduced the curriculum submissions. There were no questions.

Motion: (S. Hundza/M. Laidlaw)

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

**CARRIED**

Motion: (D. Curran/P. Loock)

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

**CARRIED**

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

**i. Course Delivery Modes for 2022/23**

E. Adjin-Tetty provided an annual update to members of Senate on the modes of course delivery. She noted that the university continues to maintain the majority of classes face-to-face. There were no questions.

**g. Senate Committee on Libraries**

**i. 2022/2023 Annual Report**

Adrienne Boyarin, Chair of the Senate Committee on Libraries, introduced the annual report. A member of Senate asked how many Zoom pods were available in the Library. Jonathan Bengtson, University Librarian, reported there were currently four, highly used, single pods with a plan to add more, hopefully in the fall.

**h. Senate Committee on Planning**

**i. 2022/2023 Annual Report**

E. Adjin-Tetty introduced the annual report. There were no questions.

**ii. Proposal to extend the Approved Centre Status for the Centre for Youth and Society (CFYS)**

E. Adjin-Tetty introduced the proposal. There were no questions.

Motion: (C. Anyaegbunam/D. Curran)

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.

**CARRIED**

**i. Ad hoc Senate Committee to Review the Convocation Roll Composition – Proposed Changes to the Convocation Roll Composition**

Alivia Wang, Convocation Senator and member of the committee, introduced the proposal. A member of Senate asked if retired faculty, who previously were not included on the Convocation Roll, would be reinstated. Morag Mochan, Office of the University Secretary Governance Services Manager, confirmed that any member receiving a UVic pension would be a member of the Convocation Roll based on the university's pensions data.

Motion: (M. Hoorfar/M. Laidlaw)

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

**CARRIED**

**8. PROPOSALS AND REPORTS FROM FACULTIES**

There was none.

**9. OTHER BUSINESS**

**a. Annual report to Senate on UVic-approved research centre approvals, renewals and closures**

In the absence of Lisa Kalynchuk, Vice-President Research and Innovation, K. Hall introduced the report. There were no questions.

**b. 2022 Policy Annual Report**

K. Hall introduced the report. There were no questions.



**c. 2022/2023 Emeriti**

K. Hall introduced the list of emeriti. There were no questions.

**d. Elections Update**

Referring to the elections update memo, A. Saab noted that a third call for nominations for the remaining Student Senator positions would be held this fall. There were no questions.

**e. Election to the Senate Committee on Agenda and Governance**

K. Hall introduced the item and asked for nominations from the floor of Senate. J. Salem nominated M. Laidlaw to serve on the Senate Committee on Agenda and Governance; M. Laidlaw accepted. As there were no other nominations, M. Laidlaw was acclaimed.

There being no other business, the meeting was adjourned at 5:34 p.m.

Draft

Name	In Attendance	Regrets		Position
Adjin-Tetty, Elizabeth	X		A/Associate Vice-President Academic Planning	By Invitation
Andersen, Carrie		X	University Secretary	Secretary of Senate
Anyaeibunam, Chekwube	X		Student Senator	Elected from the student societies
Bengtson, Jonathan	X		University Librarian	Ex officio
Bonnieux, Justin			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	X		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		Deputy Provost	By invitation
Hancock, Rob			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			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	X		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			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			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		X	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			Faculty of Human and Social Development	Elected by the Faculty
Mukhopadhyaya, Phalguni	X		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			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	X		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

**Special Meeting of Senate  
August 22, 2023****MINUTES**

A special open meeting of the Senate of the University of Victoria was held on August 22, 2023 at 11:31 a.m. via Zoom.

Kevin Hall, Chair of Senate, welcomed Senate members and thanked everyone for attending this special meeting.

**1. APPROVAL OF THE AGENDA**

The agenda was approved as circulated.

**2. PROPOSALS AND REPORTS FROM THE VICE-PRESIDENT ACADEMIC AND PROVOST****a. Procedures for the Appointment of Acting Associate Deans Indigenous**

K. Hall briefly introduced the proposal from the Vice-President Academic and Provost, Elizabeth Croft and the Vice-President Indigenous, Robina Thomas.

E. Croft introduced the proposal to approve and recommend to the Board of Governors appointment procedures for newly created Acting Associate Dean Indigenous positions. She shared that the positions had been created in support of the Indigenous Plan and commitments under the Faculty Association Collective Agreement. E. Croft noted that these were interim procedures intended for the appointment of Acting Associate Deans Indigenous while careful work was undertaken to develop permanent appointment procedures.

R. Thomas expressed excitement with the proposal, which was an important step to support Indigenous faculty members. She said the proposal reflects the calls to action in the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), the university's Indigenous Plan, and the UN Declaration Act.

E. Croft noted the proposal should have included an attachment which listed the cluster of acting appointments - 1) Human and Social Development and Education; 2) Law, Business, Engineering, and Fine Arts; 3) Humanities, Social Sciences and Science; 4) Graduate Studies.

E. Croft reiterated the importance of proceeding with Acting Associate Dean Indigenous appointments at this time, noting that work to recruit Indigenous colleagues into faculty and senior roles and the work to develop permanent appointment procedures would continue.

In response to a question about the meaning of temporary, E. Croft said permanent procedures for the appointment of Associate Deans Indigenous would be developed under the leadership of the Vice-President Indigenous. R. Thomas said that, while the Acting Associate Dean Indigenous appointments were being made in four clusters, the goal was to have an Associate Dean Indigenous for each Faculty.

A member of Senate commented on the importance of these positions to fulfill commitments in the Faculty Association Collective Agreement. She provided information to members of Senate regarding the collective bargaining negotiations regarding the role these positions would hold. The member also

provided some feedback from the Faculty Association regarding the positions, noting that while she was a member of Senate, she also played a leadership role on the Faculty Association. The member noted the Faculty Association concerns regarding long-term acting appointments. Given that acting appointments were being made for the initial Acting Associate Dean Indigenous positions, she proposed that review of the efficacy of the procedures in making appointments be conducted after one year with a report provided to Senate on how the positions are working.

Carrie Andersen, University Secretary, provided some advice to Senate regarding jurisdiction to suggest a review of the positions as compared to a review of the appointment procedures, indicating that a review of the positions was outside Senate's jurisdiction. She noted that any amendment to the proposal needed to be clearly outlined so members of Senate could be clear what was being voted on.

Following further discussion, an amendment to the appointment procedures was proposed to introduce a review of the appointment procedures after one year. It was also proposed that this review be led by the Vice-President Indigenous. An amendment to the Designated Executive Officer in the appointment procedures was proposed to achieve this.

Motion to Amend: (L. Marks/M. McGinnis)

That Senate approve the following amendments to the Procedures for the Appointment of Acting Associate Deans Indigenous:

- 1) To include a mandated review date of September 1, 2024; and
- 2) To add the Vice-President Indigenous as a Designated Executive Officer

**CARRIED**

In response to a question regarding the goal for these positions and recruitment of additional Indigenous faculty members, E. Croft advised that on a permanent basis each faculty would have an Associate Dean Indigenous who would work closely with the Vice-President Indigenous while also reporting to the Dean of the Faculty.

A few suggestions were made on the position description, which was included with the proposal for information. K. Hall said it was his understanding that the positions description was not final and, while approval of the position description was not within Senate's jurisdiction, the suggestions could be taken forward for consideration. E. Croft added that the positions descriptions will be finalized in collaboration with the Deans and the Vice-President Indigenous.

In response to a question on the consideration of candidates in section 8 of the procedures, E. Croft clarified the process that would be undertaken.

Motion: (E. Croft/R. Hancock)

That Senate approve, and recommend to the Board of Governors that it also approve, as amended, the Procedures for the Appointment of Acting Associate Deans Indigenous.

**CARRIED**

There being no other business, the meeting was adjourned at 12:18 p.m.

Name	In Attendance	Regrets		Page 3 of 4 Position
Adjin-Tetty, Elizabeth			Associate Vice-President Academic Programs	By Invitation
Aikau, Hokulani	X		Faculty of Human and Social Development	Elected by the Faculty
Andersen, Carrie	X		University Secretary	Secretary of Senate
Andreotti, Vanessa			Dean, Faculty of Education	Ex officio
Anyaeibunam, Chekwube			Student Senator	Elected from the student societies
Bengtson, Jonathan		X	University Librarian	Ex officio
Bhappu, Anita		X	Dean, Peter B. Gustavson School of Business	Ex officio
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, Jo-Anne			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
Diether, Kelly	X		Convocation Senator	Elected by the convocation
Dunsdon, Jim		X	Associate Vice-President Student Affairs	By Invitation
Eagle, Chris	X		Faculty of Science	Elected by the faculty members
Fyfe, Benjamin	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			Deputy 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
Harris, Moronke		X	Student Senator	Elected from the student societies
Hicks, Robin		X	Dean, Faculty of Graduate Studies	Ex officio
Hier, Sean			Faculty of Social Sciences	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		X	Student Senator	Elected from the student societies
Huang, Li-Shih	X		Faculty of Humanities	Elected by the faculty members
Humphreys, Sara	X		Faculty of Humanities	Elected by the faculty members
Hundza, Sandra	X		Faculty of Education	Elected by the Faculty
Jeffery, Donna			Faculty of Human and Social Development	Elected by the faculty members
Kalynchuk, Lisa	X		Vice-President Research and Innovation	Ex officio
Kandil, Yasmine		X	Faculty of Fine Arts	Elected by the faculty members
Kelly, Erin			Faculty of Humanities	Elected by the faculty members
Kennedy, Cole	X		Student Senator	Elected from the student societies
Koch, Matthew	X		Continuing Sessional	Elected by the Continuing Sessionals
Kodar, Freya		X	Dean, Faculty of Law	Ex officio
Laidlaw, Mark	X		Faculty of Science	Elected by the Faculty
Lee, Kelvin	X		Student Senator	Elected from the student societies
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
Mallidou, Anastasia	X		Faculty of Human and Social Development	Elected by the faculty members
Marks, Lynne	X		Faculty of Humanities	Elected by the Faculty
Martin, Travis	X		Faculty of Science	Elected by the Faculty
McGinnis, Martha	X		Faculty of Graduate Studies	Elected by the Faculty
Minshall, Simon	X		Faculty of Human and Social Development	Elected by the Faculty
Mukhopadhyaya, Phalguni	X		Faculty of Engineering and Computer Science	Elected by the faculty members
Nair, Sudhir	X		Peter B. Gustavson School of Business	Elected by the Faculty
Newcombe, Andrew	X		Faculty of Law	Elected by the Faculty
Pavlik, Sophie	X		Student Senator	Elected from the student societies
Portal, Chloe		X	Student Senator	Elected from the student societies
Prendergast, Monica	X		Faculty of Education	Elected by the Faculty
Rose-Redwood, CindyAnn	X		Faculty of Socia Sciences	Elected by the Faculty
Saab, Ada		X	Associate University Secretary	By Invitation
Salem, Joseph			Faculty of Fine Arts	Elected by the Faculty
Salinas, Justin			Student Senator	Elected from the student societies
Sirois Ennis, Daniela			Student Senator	Elected from the student societies
Smith, Brock			Peter B. Gustavson School of Business	Elected by the Faculty
Stinson, Danu		X	Faculty of Graduate Studies	Elected by the Faculty
Struchtrup, Henning	X		Faculty of Engineering and Computer Science	Elected by the Faculty
Sukhdeo, Nathaniel	X		Student Senator	Elected from the student societies
Taylor, Wendy	X		Acting Registrar	By Invitation
Voss, Graham		X	Faculty of Social Sciences	Elected by the faculty members
Walshaw, Jill		X	Faulty of Humanities	Elected by the Faculty
Wang, Alivia	X		Convocation Senator	Elected by the convocation
Wang, Emily			Student Senator	Elected from the student societies
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
Zhou, Lina		X	Faculty of Engineering and Computer Science	Elected by the faculty members

## MEMBERSHIP OF THE SENATE OF THE UNIVERSITY OF VICTORIA

**Effective July 1, 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 and Provost: Elizabeth Croft  
 Vice-President Research and Innovation: Lisa Kalynchuk  
 Dean of Peter B. Gustavson School of Business: Anita Bhappu  
 Dean of Education: Vanessa Andreotti  
 Dean of Engineering: Mina Hoorfar  
 Dean of Continuing Studies: JoAnne Clarke  
 Dean of Fine Arts: Allana Lindgren  
 Dean of Graduate Studies: Robin Hicks (Vice-Chair)  
 Dean of Humanities: Annalee Lepp  
 Acting Dean of HSD: Jennifer White  
 Dean of Law: Freya Kodar  
 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 (30/6/25)  
 Monica Prendergast (30/6/26)  
 ENGR : Rishi Gupta (30/6/25)  
 Henning Struchtrup (30/6/26)  
 FINE: Catherine Harding (30/6/25)  
 Joseph Salem (30/6/24)  
 GRAD: Martha McGinnis (30/6/26)  
 Danu Stinson (30/6/25)  
 HSD: Hokulani Aikau (30/6/24)  
 Simon Minshall (30/6/25)  
 HUMS: Lynne Marks (30/6/24)  
 Jill Walshaw (30/6/25)  
 LAW: Deborah Curran (30/6/25)  
 Andrew Newcombe (30/6/26)  
 SCIE: Mark Laidlaw (30/6/26)  
 Travis Martin (30/6/26)  
 SOSC: Rob Hancock (30/6/24)  
 CindyAnn Rose-Redwood (30/6/26)

MEMBERS ELECTED BY THE FACULTY MEMBERS

- Sections 35 (2) (g)

Erin Campbell (FINE) (30/6/26)  
 Chris Eagle (SCIE) (30/6/26)  
 Sean Hier (SOSC) (30/6/24)  
 Sara Humphreys (HUM) (30/6/26)  
 Li-Shih Huang (HUM) (30/6/24)  
 Donna Jeffery (HSD) (30/6/25)  
 Yasmine Kandil (FINE) (30/6/26)  
 Erin Kelly (HUM) (30/6/24)

MEMBERS ELECTED BY THE FACULTYMEMBERS (continued)

Anastasia Mallidou (HSD) (30/6/26)  
 Phalguni Mukhopadhyaya (ENGR) (30/6/25)  
 Graham Voss (SOSC) (30/6/24)  
 Lina Zhou (ENGR) (30/6/26)

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

Chekwube Anyaegbunam (GRAD) (30/6/24)  
 Hannah Brown (GRAD) “  
 Benjamin Fyfe (BUSI) “  
 Moronke Harris (GRAD) “  
 Nathaniel Hope Tucker (SOSC) “  
 Cole Kennedy (GRAD) “  
 Kelvin Lee (ENGR) “  
 Sophie Pavlik (SCIE) “  
 Chloe Portal (SOSC) “  
 Justin Salinas (HUMS) “  
 Daniela Sirois Ennis (SOSC) “  
 Nathaniel Sukhdeo (LAW) “  
 Emily Wang (LAW) “  
 Vacancy (EDUC) “  
 Vacancy (FINE) “  
 Vacancy (HSD) “

MEMBERS ELECTED BY THE CONVOCATION

– Section 35 (2) (i)

Kelly Diether (30/06/24)  
 Anaïs 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 (30/06/26)

SECRETARY OF SENATE - Section 64 (2)

University Secretary: Carrie Andersen

BY INVITATION - Seated with specified speaking rights

Deputy Provost: Helga Hallgrímsdóttir  
 Assoc. VP Student Affairs: Jim Dunsdon  
 Assoc. VP Academic Programs: Elizabeth Adjin-Tetty  
 A/Registrar: Wendy Taylor  
 Associate University Secretary: Ada Saab

**UNIVERSITY OF VICTORIA**

**2022 - 2023 Management Discussion and Analysis (Unaudited)**

**2022 – 2023 Audited Financial Statements**





# University of Victoria 2023 Management Discussion and Analysis (Unaudited)

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University  
of Victoria



## Introduction to Management Discussion and Analysis

The attached financial statements present the financial results of the university for the year ended March 31, 2023 in accordance with Public Sector Accounting Standards, supplemented by directives set out by the Province of British Columbia and consistent with Section 23.1 of the *Budget Transparency and Accountability Act* (BTAA) of the Province of British Columbia. These statements are the consolidation of all university operations, including the results of general operations, ancillary operations, capital projects, endowment returns and spending, research grants and expenditures, etc. As required by Public Sector Accounting Standards, they also include the financial results of each of the university's 12 external entities as well as the staff pension plan. While these entities are required to be included in the financial statements, their assets are restricted for specific purposes (e.g., pension) and therefore are not available to support general operations of the university.

The objective of this Management Discussion and Analysis (MD&A) document is to assist readers of the university's financial statements to better understand the financial position and operating activities of the university for fiscal year March 31, 2023, as presented in accordance with the above reporting framework. This discussion should be read in conjunction with the annual audited financial statements and accompanying notes.

The operations of the University have been guided by our teaching and research priorities and institutional plans such as Aspiration 2030: Research and Creative Works Plan, Equity Action Plan, Indigenous Plan, Campus Plan and the Climate and Sustainability Action Plan. The University's draft Strategic Plan articulates our revised vision, pledge and guiding principles that underpin our approach and priorities as a community and a university and that will guide our decision making in the coming years

The university annually develops a Planning and Budget Framework (P&BF), which is informed by these institutional plans. The P&BF and associated financial models are developed within the context of a three-year planning cycle which provides a more realistic time frame for the development of university initiatives and allows for greater flexibility than permitted within an annual process.

The MD&A provides an overview of the university's

- financial highlights,
- financial information,
- operating environment,
- financial reporting environment,
- risks and uncertainties, and
- related entities.

Along with many other post-secondary institutions in BC and Canada, the effects of the recent pandemic and other national and global factors continue to impact our enrolment levels and budget outlook. A potential shortfall of revenue over expenditures was initially projected during fiscal 2022/23, due to lower

than budgeted tuition revenue. A shortfall was mitigated by implementing cost containment measures such as a hiring hold and review process that was implemented in fall 2022.

Rebounding from the pandemic has had significant impacts on the university and its students, staff, faculty, and the broader community. The notable impacts, from a financial perspective, were to revenue generating areas such as housing, food, athletics and recreation and continuing studies whose services and programs rely heavily on face-to-face interactions. The return to more normal levels of campus activity resulted in increased revenue from sales and services, for the period ended March 31, 2023, compared to prior year. While overall tuition revenue decreased as international enrolment was lower than anticipated, non credit tuition increased due to strong enrolments. Overall expenses increased year over year mostly due to salaries and associated benefits but also reflecting a return to pre-pandemic activity levels for certain expenses such as travel, supplies, utilities and cost of goods sold. Overall, the University ended the year with a modest positive operating result which is slightly higher than the prior year. Through this challenging financial year we are grateful for work undertaken by our campus leaders to respond to the enrolment challenge and to the dedication, creativity and resilience of our faculty, staff and students.

## Financial Highlights

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### Financial Statement Summary

The university ended the year with a modest consolidated operating surplus before donations and other adjustments related to the endowment of \$10.5 million (M) or 1.5% of total revenues, up from \$0.8 million (restated) in the prior year.

Consolidated revenue increased by 9% to \$701M. This increase reflects a \$33.7M increase in investment income mostly due to the settlement of an interest rate swap derivative on debt related to the student housing and dining (SHD) project. Sales, mainly within ancillary operations, increased by \$15.9M due to the return to pre-pandemic levels of activity on campus.

Consolidated Expenses increased by 8% to \$691M reflecting increased salaries and benefits, supplies and services, travel, and costs of goods.

Consolidated assets total \$1.9 billion, consistent with prior year, mainly as a result of \$58.2M growth in tangible capital assets resulting from investments in new buildings and infrastructure renewal offset by a \$48.7M decrease in portfolio investments due to weak financial markets.

Debt decreased by \$31.4M as a result of converting \$104M of short-term commercial paper loans to a 30-year bond during the year. The bond has a face value of \$104M and a debt discount of \$28.5M which will be amortized over the life of the loan.

Each year the university is required to invest in capital expenditures to meet program requirements and/or address deferred maintenance. While these expenditures are

made each year, for accounting purposes the expenditures are not shown as an expense in the year made. Instead, the expenditure is expensed, or amortized, over the future life of the asset. The University received approval to restrict \$40M of provincial grants for capital expenditures to provide for better matching of revenues and amortization. This restriction only reflects a portion of total capital spending and therefore the year's operating surplus is higher as capital expenditures are not reflected in the operating surplus.

### Government Grants

Revenue from the Government in the form of grants decreased by 1.5% over the previous year. Annual grants received from the Province for capital purposes including routine capital and specific project funding were \$20.8M.

### Tuition and Enrolment

Overall, credit tuition decreased by 4.0% to \$164.2M. This increase reflects a decrease in international enrolment, offset by a 2% increase in domestic fees (Provincial Government policy limits annual domestic increases to 2%) and graduate international fees, and a 3.75% increase in undergraduate international fees. Non-credit tuition increased by 33.1% to \$22.6M due to increased enrolment as a result of the return to face-to-face non-credit instruction.

### Adoption of Asset Retirement Obligation Standard

The university adopted the Canadian Public Sector Accounting Standard PS 3280, Asset Retirement Obligations (ARO). The new standard requires the university to recognize a liability when there is a legal obligation associated with the retirement of a tangible capital asset, such as the removal of asbestos

and other hazardous materials. The future costs of removing asbestos and other hazardous materials on certain buildings owned by the university were estimated using the expected date of removal and discounted back to the date of adoption. The ARO standard was adopted April 1, 2021, using the modified retrospective approach which resulted in the restatement of the 2021/22 financial statements. The effect of the restatement is detailed in Note 3 of the financial statements. The university's asset retirement obligation liability at March 31, 2023 is \$48.8M (2021/22 - \$47.3M).

### Investments

Investment income is comprised of both returns on endowments and returns on short-term investments. The university's endowment investments are held in the University of Victoria Foundation and have a fair value of \$524M. The endowments had a return of 3.8% for the year (2021/22 – return of 1.1%) across its eight investment mandates. Working capital investments held within the university generated a return of 2.2% for the year (2021/22 – loss of 0.4%).

### Major Capital Activity

In 2018/19, the university received approval from the Province to borrow \$123M to partially finance a 620 bed expansion as part of a student housing and dining project. Construction activity started in 2019/20 with the first building, Cheko'nien House, which opened in fall 2022. The second building, Sngequ House, is scheduled for completion in summer 2023. Cheko'nien House and Sngequ House are the first passive house buildings on campus, reflecting the university's commitment to sustainability and carbon reduction. They are also the first buildings to be gifted an indigenous name by the Songhees and Esquimalt Nations. The approved

budget for the project is \$234M. As of March 31, 2023 total spending on the student housing and dining project is \$215M.

## Financial Information

### Financial Assets

Financial assets are defined as assets available to discharge existing liabilities or finance future operations. During the year, they decreased 10.9% to \$480M.

<i>In thousands of dollars</i>	2023	2022
Cash and cash equivalents	146,757	162,900
Accounts receivable	15,693	13,918
Due from governments	32,272	19,284
Inventories for resale	1,275	1,364
Portfolio investments	209,869	258,551
Derivatives	4,893	25,808
Loans receivable	33,594	24,495
Employee future benefits	32,738	24,303
Investments in gov't business enterprises	3,370	8,536
<b>Total Financial Assets</b>	<b>480,461</b>	<b>539,159</b>

Cash and cash equivalents decreased by \$16.1M, as a result of the SHD project. Accounts receivable decreased by \$1.8M and due from governments increased by \$13M, reflecting timing differences and year end funding. Portfolio investments, which include the university's working capital, investments underlying endowment expendable funds, investments related to sinking funds held for provincial debt, and supplemental pension obligations, decreased by \$48.7M due largely to losses within the UVic Foundation's endowment investments and the university's working capital that were impacted by weak market performance. In 2020/21, the university entered into two interest rate swaps for the debt related to the SHD project in order to reduce the risk of

higher interest rates and subsequent higher debt payments. Interest rates have risen across 5-, 10- and 30-year terms and the swaps have performed as expected. During 2022/23, the University settled one interest rate swap derivative which resulted in a \$34.7M gain. As of March 31, 2023, the market value of the university's derivatives is \$4.9M (2022 - \$25.8M).

Employee future benefits represent a future asset for the Staff Pension Plan and liabilities for supplemental pension obligations, vested sick leave entitlements, and group life insurance plans. Investments in government business enterprises represent the equity held in controlled business operations of Heritage Realty Properties Ltd, the Vancouver Island Technology Park (VITP) Trust, and GSB Executive Education Inc.

#### Liabilities

Liabilities increased by 1.4% to \$1,005M.

<i>In thousands of dollars</i>	2023	2022 restated
Accounts payable	58,737	54,744
Due to governments	8,120	7,540
Deferred revenue	22,866	24,571
Deferred contributions	239,460	256,792
Deferred capital contributions	494,607	436,373
Debt	132,914	164,272
Asset retirement obligations	48,829	47,347
<b>Total Liabilities</b>	<b>1,005,533</b>	<b>991,639</b>

Deferred contributions are externally restricted revenue that is not recognized until related expenses are incurred (e.g. research grants). Deferred contributions decreased by \$17.3M. Deferred capital contributions are externally restricted contributions for investment in capital assets amortized over the life of the related tangible capital assets. During the year, deferred

capital contributions increased by a net \$58.2M resulting from contributions of \$74.6M and transfers of \$10.6M less amortization of \$27.0M. Debt decreased by \$31.3M resulting from the conversion of \$104M of short-term loans for the SHD project to a 30-year \$104M face value bond with a debt discount of \$28.5M (debt proceeds of \$75.3M). The debt discount is amortized over the term of the bond. Scheduled debt repayments were \$2.9M during the year. Asset retirement obligations related to buildings containing asbestos and other hazardous materials increased by \$1.5M due to accretion expense.

#### Non-financial Assets

Non-financial assets increased by 6.0% to \$1,437M.

<i>In thousands of dollars</i>	2023	2022 restated
Tangible capital assets	976,296	918,146
Restricted endowment investments	436,144	418,237
Inventories held for use	3,151	2,809
Prepaid expense	21,849	17,225
<b>Total Non-Financial Assets</b>	<b>1,437,440</b>	<b>1,356,417</b>

Tangible capital assets include land, buildings, site improvements, library holdings, computers, equipment and furnishings but excludes \$11.8M of artwork and collections, as these are expensed under PSAS accounting. The net increase in tangible capital assets of \$58.2M is due to additions of \$109.8M less amortization of \$47.7M and the removal of Broad Street properties with a net book value of \$3.9M which were transferred to VITP during the year. The largest single capital asset addition was related to the SHD Project.

Restricted endowment investments represent the portion of endowment investments related to the restricted principal funds (i.e., original donations) plus capitalized inflation. During the year, they increased \$17.9M due to donations of \$5.5M and capitalized investment income of \$12.4M. In November 2022, the Foundation Board approved a new endowment spending policy to respond to high inflation and to preserve the intergenerational equity of endowed gifts. The new policy caps the annual inflation adjustment to endowment principal at 3% and introduces a new spending distribution rate of 3% for endowments with a market value of less than 100% of inflation adjusted principal. Restricted endowment assets are considered “non-financial,” as the funds have a restricted purpose and cannot be used to meet the liabilities of the university.

#### Accumulated surplus

Accumulated surplus represents the university’s residual interest in its assets after deducting liabilities (net assets). It increased by \$8.4M to \$912M.

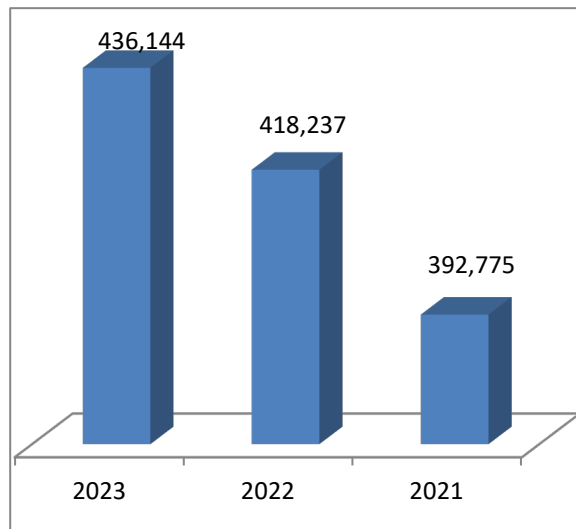
<i>In thousands of dollars</i>	<b>2023</b>	<b>2022</b> <b>restated</b>
Endowments	436,144	418,237
Invested in capital assets	318,977	289,661
Internally restricted	111,705	140,897
Unrestricted	39,346	28,964
Remeasurement gains	6,196	26,178
Accumulated surplus	912,368	903,937

The majority of accumulated surplus is unavailable to fund operations as it is either restricted or has already been used to invest in buildings, equipment and other capital assets. Endowment, Invested in capital assets, and internally restricted are described in the following sections. Unrestricted surplus consists

primarily of balances arising from ancillary operations such as student housing and other entities that are consolidated in the Financial Statements (see related entities below). Remeasurement gains represent unrealized gains on university unrestricted or quasi endowment funds and the university’s working capital arising after April 1, 2012 (the effective date of the new Public Sector Accounting Standard financial instrument standard).

#### Accumulated Surplus – Endowment

Endowments increased by 4.3% to \$436M.



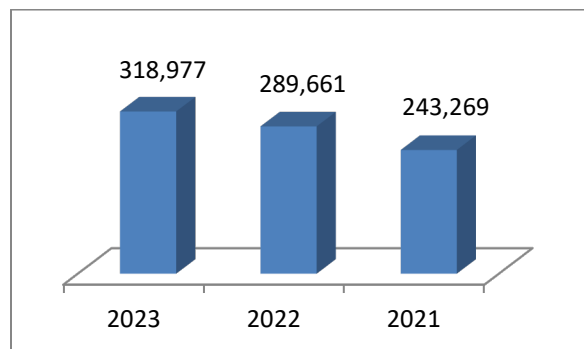
The university’s endowments are held by the UVic Foundation. Accumulated surplus-endowment consists of restricted donations and capitalized investment income, which is required to be maintained intact in perpetuity in order to support donor specified activities. The investment earnings generated from endowments must be used in accordance with the various purposes stipulated by the donors. At March 31, 2023 there were 1,565 individual endowment funds providing \$18.8M (2021/22 - \$17.6M) in annual funding.

Per donor wishes and UVic Foundation policies, the economic value of the endowments must be protected by restricting the amounts that can be expended and capitalizing a portion of investment income in order to maintain purchasing power against inflation.

Each endowment has an income stabilization account which is recorded as deferred contributions in order to provide a cushion against market fluctuations. At March 31, 2023 the stabilization account balance is \$78.5M (2021/22 - \$94.5M) or 18% of endowment principal.

**Accumulated Surplus – Invested in Capital Assets (restated)**

Accumulated surplus invested in capital assets increased by 10% to \$319M.



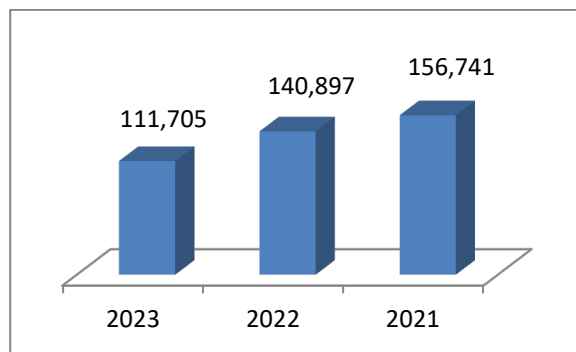
Accumulated surplus invested in capital assets is the amount of internal university funds used for the acquisition of capital assets less amortization of those capital assets and future asset retirement obligations. The following comprises the balance of accumulated surplus invested in capital assets:

<i>(in thousands of dollars)</i>	<b>2023</b>	<b>2022 restated</b>
Land	20,364	22,582
Site development	12,316	10,248
Buildings	411,610	410,475
Equipment	26,055	25,333

Computer equipment	2,080	2,844
Library acquisitions	9,264	10,291
Sinking funds	12,290	11,997
Less debt	(126,173)	(156,762)
Less asset retirement obligations	(48,829)	(47,347)
<b>Invested in capital assets</b>	<b>318,977</b>	<b>289,661</b>

**Accumulated Surplus – Internally Restricted**

Accumulated surplus – internally restricted decreased by 20.7% to \$112M.



Accumulated surplus – internally restricted consists of balances appropriated by the university Board of Governors for employee commitments, equipment replacement, capital improvements, program development, research support and other non-recurring expenditures. Due to Provincial Government restrictions on external borrowing by the university, these funds are used on a temporary basis to finance capital projects that will generate future revenues. The reserves are also offset by future liabilities for certain employee benefits. The overall decrease in accumulated surplus – internally restricted is a result of SHD project expenditures exceeding the external loan amount resulting in a decrease of \$48M in the capital fund. These decreases were offset by a \$8M positive actuarial valuation for the staff pension and an increase of \$5M in ancillary reserves.



Balances are made up as follows:

<i>(in thousands of dollars)</i>	2023	2022
General operating	125,703	119,793
Ancillary enterprises	21,956	17,402
Capital	(68,808)	(21,554)
Less: Vacation pay	(11,897)	(11,793)
Add: Staff pension	44,751	37,049
<b>Total internally restricted</b>	<b>111,705</b>	<b>140,897</b>

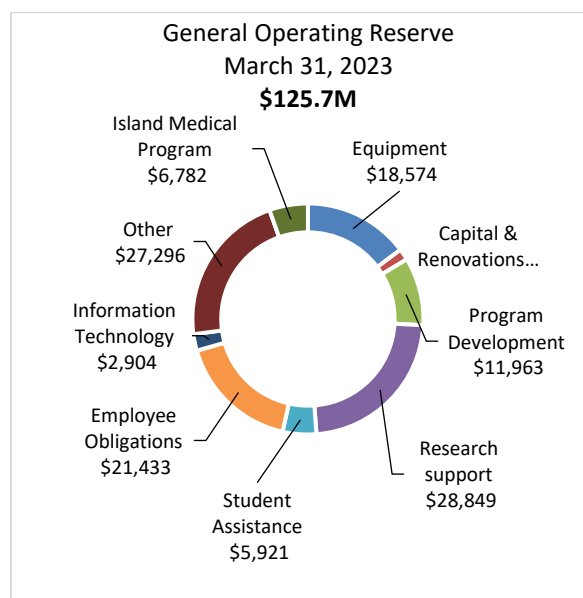
<u>Non-Designated Items</u>		
Operating fund (deficit)	(1,903)	(4,599)
Gain from settlement of derivative	34,662	-
Operating fund restriction for capital	(40,000)	(10,000)
Other	(5,219)	(5,089)
<b>Operating surplus</b>	<b>10,506</b>	<b>804</b>

General operating reserves increased by 4.9% to \$125.7M.

### Revenue

Revenue increased by 9.1% to \$701M.

General operating funds consist of:



<i>(in thousands of dollars)</i>	2023	2022
Government grants & contracts	321,348	326,373
Tuition & student fees	186,834	188,006
Donations, non-government grants & contracts	26,375	13,590
Sales of services & products	70,552	54,618
Investment income	59,969	26,237
Income/(loss) from business enterprises	(48)	524
Amortization of deferred capital contributions	27,015	27,802
Other revenue	9,060	6,571
Loss on disposal of assets	-	(1,003)
<b>Total Revenue</b>	<b>701,105</b>	<b>642,718</b>

### Operating Surplus

The operating surplus was \$10.5M or 1.5% of total revenues (\$0.8M or 0.1% for the prior year). The main reasons for the surplus, with comparison to the prior year, are as follows:

Government grants and contracts revenue is received from the Province of B.C. (67%), the Government of Canada (27%), and other governments (6%). Revenue from the Province decreased by \$14.1M overall, due mainly to an increase in amount of operating grant restricted for capital purposes. This reduction was offset by increases in funding for program growth in several faculties and funding related to salary increases resulting from collective bargaining. Tuition and student fees decreased by \$1.2M, or 0.6%. Credit tuition decreased by \$6.8M mostly as a result of a 15% decrease in international

<i>(in thousands of dollars)</i>	2023	2022
<u>Designated Items</u>		<b>restated</b>
Staff Pension actuarial gain	7,702	8,860
Ancillary fund surplus	5,332	2,413
Invested in tangible capital assets	8,029	9,219

enrolment. This decrease was offset by fee increases (2% for domestic and graduate international and 3.75% for undergraduate international). Non-credit tuition increased by \$5.6M and sales of services & products increased by \$15.9M due to increased on-campus.

### Expenses

Expenses increased by 7.6% to \$690.6M. Expenses reported by object were as follows:

<i>(in thousands of dollars)</i>	2023	2022 restated
Salaries and benefits	455,077	423,598
Travel	13,276	4,134
Supplies and services	92,611	85,461
Utilities	8,358	8,353
Scholarships and bursaries	51,070	50,953
Cost of goods sold	10,615	8,581
Interest on long term debt	3,231	2,334
Amortization	47,722	47,770
<b>Total Expenses</b>	<b>690,599</b>	<b>641,914</b>

Salaries and benefits represent 66% of total expenses and increased by \$31.5M due to progression through the ranks, negotiated settlements and hiring during the year. Travel, supplies and services, and cost of goods sold all increased as on-campus activities normalized.

Expenses reported by function were as follows:

<i>(in thousands of dollars)</i>	2023	2022 restated
Instruction and non-sponsored research	283,714	267,791
Academic and student support	166,675	156,693
Administrative support and general expenses	28,801	27,411
Facilities operations and maintenance	63,651	57,648
Sponsored Research	129,051	117,289

External engagement	18,707	15,082
<b>Total Expenses</b>	<b>690,599</b>	<b>641,914</b>

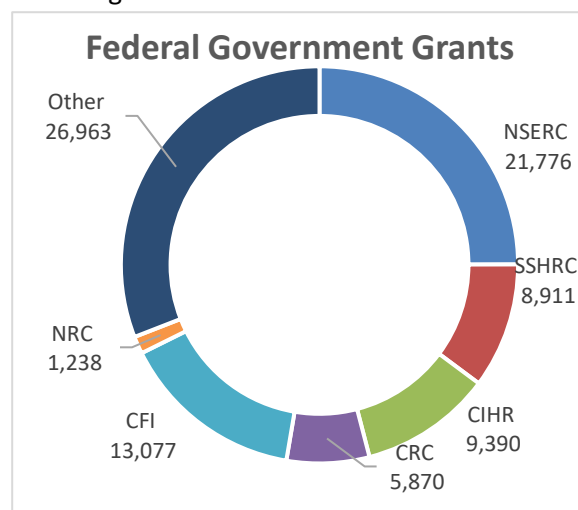
### Sponsored Research Contributions

Sponsored research revenue increased by 12.2% to \$128.5M.

<i>(in thousands of dollars)</i>	2023	2022
Province of B.C.	15,432	16,265
Federal government	87,215	90,800
Other governments	10,766	12,900
Gifts, grants & bequests	15,178	13,930
Sales of services	2,381	3,849
Other revenue	<u>1,658</u>	<u>1,970</u>
<b>Total contributions</b>	<b>132,630</b>	<b>139,714</b>
Transfer to deferred contributions	(4,075)	(25,562)
<b>Sponsored research revenue</b>	<b>128,555</b>	<b>114,152</b>

In addition to the above, the university also received Tri-council for research support funds, which is recorded in the general operating fund.

Federal government grants are comprised of the following:



## Operating Environment

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This year has been difficult from an enrolment perspective with both domestic and international undergraduate enrolments below levels from the previous year. While we met targets as set out by the Ministry of Post-Secondary Education and Future Skills, during the year we were about 800 students below our budget level. International enrolment levels, always difficult to predict as they are impacted by world events, are particularly so this coming year due to study permit processing times, international government policy changes, economic conditions and other geopolitical disruptions such as the war in Ukraine. This past year, undergraduate international enrolments decreased 15% due to these challenges.

A pragmatic enrolment target scenario was supported by the Board. With this approach, enrolments are projected to be higher than actual enrolment in 2022/23 by 3% overall but lower than were budgeted in 2022/23. Significant work has been put into recruitment for the coming year with a focus on international recruitment. While best efforts are being made in order to provide some protection in the continued enrolment risk environment the 2023/24 budget includes a \$7.2M enrolment contingency. We are also carefully monitoring student enrolment levels throughout the year so we can respond to enrolment changes and minimize institutional impacts.

Ancillary operations largely returned to pre-pandemic results, with residence services, parking services and childcare ending the 2022/23 year with modest surpluses while food services and the bookstore had small deficits

which will be covered by existing reserves or future unappropriated funds.

UVic has completed bargaining with all employee unions save for CUPE 917. The province is funding the shared recovery mandate which runs into 2025. The current high inflation environment will put additional pressure on budgets as there is no annual lift from the Province to meet other inflationary pressures.

UVic's physical infrastructure requires further renewal and enhancement. While the SDH project is nearing completion two other significant capital projects are just underway – the National Centre for Indigenous Laws (NCIL) and the Addition to the Engineering and Computer Science Building. Both projects will provide key space to support teaching and research capacity. Future capital priorities have been identified in the Capital Plan and include addressing deferred maintenance, increasing student housing, enhance or repurpose current spaces and increase academic and research space for those areas with the greatest pressures. Government contributes towards these capital costs; however, fundraising and university resources are important funding sources for these infrastructure priorities.

A new strategic plan is anticipated to be approved in May 2023. The plan outlines articles a new vision for UVic - *Inspired by and honouring place, we are a community-minded, globally engaged university where we transform ideas into meaningful impact.* It also includes for the first time a pledge to hold ourselves accountable to ʔetal nəwəl | ÁTOL,NEUEL | showing respect for the rights of one another and all things — and for upholding the rights of Indigenous Peoples. We will deliver on this vision and pledge through

four strategic priorities of *ʔetal nəwəl | ÁTOL,NEUEL |* (showing respect for the rights of one another and all things), People. Place and Planet, Cultivating a Culture of Change and Transformation and Partnering for a Shared Future. We look to all faculty, staff and students to engage with the plan and see how they can help us fulfill these commitments.

### **Financial Reporting Environment**

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The university is part of the Government Reporting Entity (GRE) of the Province of B.C. and, as such, is required to present its financial statements in accordance with Section 23.1 of the Budget Transparency and Accountability Act supplemented by directives set out by the Province. The Province has directed that PSAS be adopted without the PS4200 not-for-profit elections and that all restricted contributions received for acquiring tangible capital assets be deferred as Deferred Capital Contributions and recognized in revenue at the same rate that the amortization of the related tangible capital asset is recorded. Some highlights of the reporting framework presentations are as follows:

The Statement of Financial Position reflects a “Net Debt model” that presents Net Debt as the difference between liabilities and financial assets and is intended to measure the university’s future revenue requirements or its ability to finance its activities. Net debt at March 31, 2023 is \$(525M) but includes \$494M of Deferred Capital Contribution liabilities that would likely never be repaid, thus bringing into question its relevance. The Statement of Financial Position also presents an Accumulated Surplus of \$912M, representing the university’s net assets. A breakdown of this balance is disclosed on the Statement of Financial Position, and in the notes, to communicate to readers of the financial

statements that this figure mostly represents restricted, spent or committed funds.

The Statement of Operations reports revenues, functional expenses and budget figures for the university’s consolidated operations. Endowment donations and investment income capitalized to endowment principal, that used to be recorded as direct increases in net assets, are recorded on the Statement of Operations as Restricted Endowment Contributions and included in Annual Operating Surplus, even though they are not available to fund operational expenses.

Remeasurement gains and losses, representing unrealized gains and losses on unrestricted investments, derivatives and foreign currency, are reported on a separate statement and as a separate category of Accumulated Surplus rather than being included with the other components of investment income on the Statement of Operations. This effectively limits the ability to fund expenses from unrealized gains. Accumulated remeasurement gains commenced as of April 1, 2012 onward reflect the prospective implementation of the PSAS financial instrument standard.

A Statement of Changes in Net Debt summarizes the key changes in Net Debt and provides information on how Net Debt is impacted by expenditures for, and amortization of, capital assets, changes in other non-financial assets, net remeasurement gains/losses and the annual surplus.

### **Risks and Uncertainties**

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The university operates in an increasingly more complex environment with many factors that are outside of the control of the university. The university uses an Enterprise Risk Management

approach and develops risk mitigation strategies to reduce the impact where possible. The major risks that can affect the university from a financial perspective are as shown below. The university has institutional risk appetite statements that help guide decision making across all areas of campus.

### **Student recruitment and retention**

The top institutional risk continues to be enrolment management. Our priority, as we rebuild enrolments is to ensure faculty, instructors, staff, and students are well supported. There are limited investments in the 2023/24 budget includes and they are focused on meeting our student recruitment and retention goals. Our financial approach to managing the risk of revenue loss due to an enrolment decline (as noted above) is an enrolment contingency budget of \$7.2M. We have developed enrolment plans to rebuild international enrolments and we will continue to carefully monitor student enrolment throughout the year so we can respond to enrolment changes, minimize institutional impacts and allocate the enrolment contingency if enrolments exceed the budgeted levels.

### **Provincial funding**

Provincial Government grants are a significant component of revenue in the university's operating budget. Funding for this source is not guaranteed year to year and provincial policy changes can significantly affect institutional budgets. Examples in the past include provincial policy to cap domestic tuition, unexpected grants reductions and the introduction of the employer health tax in 2018. As operating grants are provided and approved for one year only, there is uncertainty year to year with respect to the university's operating funding.

### **Inflation**

The pandemic stressed global supply chains and the war in Ukraine has further exacerbated existing issues. As a result, inflation in Canada is at its highest level since 1991 and is affecting countries globally with many countries experiencing inflations significantly in excess of central bank target rates. This is driving up costs of goods and services which has resulted in further escalation in operating and capital costs. This is being closely monitored for institutional impacts. The most significant inflation risk is with respect increasing costs of capital and the impact that could have on the National Centre for Indigenous Laws and the Engineering expansion projects.

### **Pensions and Employee Future Benefits**

The university has two pension plans for its faculty, Professional Employee Association members, management exempt and executive (Combination Plan and Money Purchase Plan) and one plan for members of CUPE and exempt clerical staff (Staff Plan). The actuarial valuation of the Combination Plan, with an effective date of December 31, 2021, shows that the Plan is fully funded. The last valuation for the Staff Pension Plan was December 31, 2019, which resulted in a going concern surplus funded ratio of 117% of liabilities but a solvency funded ratio of 78%. The Pension Benefits Standards Regulation was amended effective December 31, 2019, introducing new going concern and funding methodologies. The solvency funding target is now 85%, and a letter of credit may be secured in lieu of making payments. The university has arranged a letter of credit to secure the solvency deficiency payment. Rising interest rates are negatively affecting fixed income investment returns. However, rates are to a greater extent reducing the present value of

the pension payment liabilities which will improve the solvency ratio.

While many other post-secondary institutions in B.C. and in other provinces are not required to meet a solvency test, this requirement for the university resulted in a cost of \$693,000 for 2022/23 (2021/22 - \$663,000). The next valuation date is December 31, 2022, with a filing requirement of September 2023.

### **Deferred Maintenance**

As the university ages, the risk related to deferred maintenance increases. Priority projects to address deferred maintenance include renewal and seismic upgrading of some of our older buildings. Some priority deferred maintenance projects are addressed annually, but these budgets are limited. Significant major capital renewal funding is needed as outlined in the university's 5-year capital plan.

### **Related Entities**

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The university's consolidated financial statements include the following related entities:

#### **University Foundations**

The University of Victoria Foundation, Foundation for the University of Victoria and U.S. Foundation for the University of Victoria receive and manage the university's endowment funds. The Foundations are tax exempt as a registered charity, agent of the Crown or charitable organization, respectively. They are consolidated in the university's financial statements.

#### **WCUMSS**

The Western Canadian Universities Marine Sciences Society (WCUMSS) operates a marine research facility located at Bamfield, B.C. The university is one of five members. The

university's interest in this government partnership is proportionately consolidated in the university's financial statements.

#### **Heritage Realty Properties and VITP Trust**

The university controls three taxable business enterprises. Heritage Realty Properties Ltd. manages the rental properties, hotel and brew-pub operation donated by the late Michael C. Williams. The Vancouver Island Technology Park Trust (VITP) provides leased space to high-technology companies on Vancouver Island. Both enterprises are accounted for in the university's financial statements on the modified equity basis.

#### **GSB Executive Education Inc.**

This taxable business enterprise was created to deliver executive education services by the UVic Gustavson School of Business. It is accounted for in the university's financial statements on the modified equity basis.

#### **UVic Properties Investments Inc.**

University of Victoria Properties Investments Inc. manages the university's real estate holdings including the Marine Technology Centre and the Queenswood Campus, and acts as trustee for the Vancouver Island Technology Park Trust. UVic Properties is consolidated in the university's financial statements.

#### **UVic Industry Partnerships**

UVic Industry Partnerships is a taxable corporation that facilitates research partnerships between the private sector and the university by assisting with intellectual property management and commercialization of research discoveries. It is consolidated in the university's financial statements.

#### **Oceans Network Canada Society**

Oceans Network Canada Society is a non-profit society that manages the university's two ocean observatories VENUS and NEPTUNE. It is consolidated in the university's financial statements.

#### **Pacific Climate Impacts Consortium**

The Pacific Climate Impacts Consortium is a non-profit organization that furthers the understanding of the climate system, its variability and potential for change and the application of that understanding to decision making in both the public and private sectors. It is consolidated in the university's financial statements.

#### **Byron Price & Associates Ltd.**

Byron Price and Associates Ltd. is a taxable business enterprise donated to the university, which holds land located in North Saanich. It is consolidated in the university's financial statements.



Consolidated Financial Statements of

**UNIVERSITY OF VICTORIA**

And Independent Auditor's Report Thereon

Year ended March 31, 2023



University  
of Victoria





## STATEMENT OF ADMINISTRATIVE RESPONSIBILITY FOR FINANCIAL STATEMENTS

The University is responsible for the preparation and presentation of the accompanying consolidated financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian public sector accounting standards and Treasury Board direction outlined in Note 2(a). This responsibility includes selecting appropriate accounting principles and methods and making decisions affecting measurement of transactions in which objective judgment is required. In fulfilling its responsibilities and recognizing the limits inherent in all systems, the University's management has developed and maintains a system of internal controls designed to provide reasonable assurance that the University assets are safeguarded from loss and that the accounting records are a reliable basis for the preparation of financial statements. The system of internal controls is monitored by the University's management.

The Board of Governors carries out its responsibility for review of the financial statements principally through its audit committee. The members of the Audit Committee are not officers or employees of the University. The Audit Committee meets with management and with the internal and external auditors to discuss the results of audit examinations and financial reporting matters. The auditors have full access to the Audit Committee, with and without the presence of management.

The consolidated financial statements have been examined by KPMG LLP, an independent firm of Chartered Professional Accountants. The Independent Auditor's Report outlines the nature of the examination and the opinion on the consolidated financial statements of the University for the year ended March 31, 2023.

On behalf of the University:

\_\_\_\_\_ Chair, Board of Governors

\_\_\_\_\_ Vice-President Finance and Operations



University  
of Victoria



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St. Andrew's Square II  
800-730 View Street  
Victoria BC V8W 3Y7  
Canada  
Telephone 250-480-3500  
Fax 250-480-3539

## INDEPENDENT AUDITOR'S REPORT

To the Board of Governors of the University of Victoria, and  
To the Minister of the Ministry of Post-Secondary Education and Future Skills, Province of British Columbia

### **Opinion**

We have audited the consolidated financial statements of the University of Victoria (the "Entity"), which comprise:

- the consolidated statement of financial position as at March 31, 2023
- the consolidated statement of operations and accumulated surplus for the year then ended
- the consolidated statement of changes in net debt for the year then ended
- the consolidated statement of remeasurement gains and losses for the year then ended
- the consolidated statement of cash flows for the year then ended
- and notes to the consolidated financial statements, including a summary of significant accounting policies

(hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements as at and for the year ended March 31, 2023 of the Entity are prepared, in all material respects, in accordance with the financial reporting provisions of Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia.

### **Basis for Opinion**

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "**Auditor's Responsibilities for the Audit of the Financial Statements**" section of our auditor's report.

We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Emphasis of Matter - Financial Reporting Framework**

We draw attention to note 2 to the financial statements which describes the applicable financial reporting framework and the significant differences between that financial reporting framework and Canadian public sector accounting standards.

Our opinion is not modified in respect of this matter.



### ***Emphasis of Matter – Comparative Information***

We draw attention to note 3 to the financial statements which explains that certain comparative information presented for the year ended March 31, 2022 has been restated. Note 3 explains the reason for the restatement and also explains the adjustments that were applied to restate certain comparative information. Our opinion is not modified in respect of this matter.

### ***Other Matter – Comparative Information***

As part of our audit of the financial statements for the year ended March 31, 2023, we also audited the adjustments that were applied to restate certain comparative information presented for the year ended March 31, 2022. In our opinion, such adjustments are appropriate and have been properly applied.

### ***Other Information***

Management is responsible for the other information. Other information comprises:

- Information, other than the financial statements and the auditor's report thereon, included in the Management Discussion and Analysis.

Our opinion on the financial statements does not cover the other information and we do not and will not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information identified above and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated.

We obtained the information, other than the financial statements and the auditor's report thereon, included in the Management Discussion and Analysis as at the date of this auditor's report. If, based on the work we have performed on this other information, we conclude that there is a material misstatement of this other information, we are required to report that fact in the auditor's report.

We have nothing to report in this regard.

### ***Responsibilities of Management and Those Charged with Governance for the Financial Statements***

Management is responsible for the preparation of the financial statements in accordance with the financial reporting provisions of Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.



Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the group Entity to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

A handwritten signature in black ink that reads 'KPMG LLP'. The signature is written in a cursive, slightly slanted style. Below the signature is a horizontal line that starts under the 'K' and ends under the 'P'.

Chartered Professional Accountants

Victoria, Canada  
June 21, 2023

**UNIVERSITY OF VICTORIA**  
Consolidated Statement of Financial Position

As at March 31, 2023  
(in thousands of dollars)

		2023	2022 Restated (Note 3)
<b>Financial Assets</b>			
Cash and cash equivalents	(Note 4)	\$ 146,757	\$ 162,900
Accounts receivable	(Note 5)	15,693	13,918
Due from governments	(Note 6)	32,272	19,284
Inventories for resale		1,275	1,364
Portfolio investments	(Note 7)	209,869	258,551
Derivatives	(Note 7)	4,893	25,808
Loans receivable	(Note 8)	33,594	24,495
Employee future benefits	(Note 9)	32,738	24,303
Investments in government business enterprises	(Note 10)	3,370	8,536
		480,461	539,159
<b>Liabilities</b>			
Accounts payable and accrued liabilities	(Note 12)	58,737	54,744
Due to governments		8,120	7,540
Deferred revenue		22,866	24,571
Deferred contributions	(Note 13)	239,460	256,792
Deferred capital contributions	(Note 14)	494,607	436,373
Debt	(Note 15)	132,914	164,272
Asset retirement obligations	(Note 16)	48,829	47,347
		1,005,533	991,639
Net debt		(525,072)	(452,480)
<b>Non-financial Assets</b>			
Tangible capital assets	(Note 17)	976,296	918,146
Restricted endowment investments	(Note 7)	436,144	418,237
Inventories held for use		3,151	2,809
Prepaid expenses		21,849	17,225
		1,437,440	1,356,417
Accumulated surplus	(Note 19)	\$ 912,368	\$ 903,937
Accumulated surplus is comprised of:			
Endowments	(Note 20)	\$ 436,144	\$ 418,237
Invested in tangible capital assets		318,977	289,661
Internally restricted		111,705	140,897
Unrestricted		39,346	28,964
Accumulated operating surplus		906,172	877,759
Accumulated remeasurement gains		6,196	26,178
Accumulated surplus		\$ 912,368	\$ 903,937

Contractual rights (Note 21)      Contractual obligations (Note 22)      Contingent liabilities (Note 23)

On behalf of the Board:

The accompanying notes are an integral part of these financial statements.



**UNIVERSITY OF VICTORIA**  
**Consolidated Statement of Operations and Accumulated Surplus**

Year ended March 31, 2023  
(in thousands of dollars)

	Budget	2023	2022
	<i>(Note 2(p))</i>		Restated <i>(Note 3)</i>
Revenue:			
Province of British Columbia grants	\$ 252,032	\$ 215,756	\$ 229,860
Government of Canada grants	75,000	87,877	77,860
Other government grants	19,300	17,715	18,653
Student tuition - credit courses	160,112	164,224	171,021
Student tuition - non-credit courses	13,200	22,610	16,985
Donations, non-government grants and contracts	19,300	26,375	13,590
Sales of services and products	61,747	70,552	54,618
Investment income	26,000	59,969	26,237
Income/(loss) from government business enterprises <i>(Note 10)</i>	-	(48)	524
Other revenue	5,000	9,060	6,571
Revenue recognized from deferred capital contributions <i>(Note 14)</i>	26,776	27,015	27,802
Loss on disposal of capital assets	-	-	(1,003)
	658,467	701,105	642,718
Expenses: <i>(Note 24)</i>			
Instruction and non-sponsored research	275,242	283,714	267,791
Academic and student support	161,053	166,675	156,693
Administrative support and general expenses	28,174	28,801	27,411
Facility operations and maintenance	57,449	63,651	57,648
Sponsored research	120,553	129,051	117,289
External engagement	15,502	18,707	15,082
	657,973	690,599	641,914
Annual operating surplus	494	10,506	804
Restricted endowment contributions			
Endowment principal donations <i>(Note 20)</i>	8,000	5,469	12,056
Donations capitalized <i>(Note 20)</i>	8,000	12,438	13,406
	16,000	17,907	25,462
Annual surplus	16,494	28,413	26,266
Accumulated operating surplus, beginning of year	877,759	877,759	891,082
Adjustment on adoption asset retirement obligations standard <i>(Note 3)</i>	-	-	(39,589)
Accumulated operating surplus, beginning of year, as restated	877,759	877,759	851,493
Accumulated operating surplus, end of year	\$894,253	\$ 906,172	\$ 877,759

The accompanying notes are an integral part of these financial statements.



## UNIVERSITY OF VICTORIA

### Consolidated Statement of Changes in Net Debt

Year ended March 31, 2023

(in thousands of dollars)

	Budget <i>(Note 2(p))</i>	2023	2022 Restated <i>(Note 3)</i>
Annual surplus	\$ 16,494	\$ 28,413	\$ 26,266
Acquisition of tangible capital assets	(140,693)	(109,820)	(135,843)
Transfer of tangible capital assets to investment in government business enterprise	-	3,948	-
Amortization of tangible capital assets	47,055	47,722	47,770
Loss on disposal of capital assets	-	-	1,003
	(93,638)	(58,150)	(87,070)
Increase in restricted endowment investments	-	(17,907)	(25,462)
Acquisition of inventories held for use	-	(1,400)	(1,524)
Acquisition of prepaid expense	-	(21,028)	(15,948)
Consumption of inventories held for use	-	1,058	1,099
Use of prepaid expense	-	16,404	18,574
	-	(22,873)	(23,261)
Net remeasurement losses	-	(19,982)	(2,079)
Increase in net debt	(77,144)	(72,592)	(86,144)
Net debt, beginning of year	(452,480)	(452,480)	(320,426)
Adjustment on adoption of asset retirement obligations standard <i>(Note 3)</i>	-	-	(45,910)
Net debt, beginning of year, as restated	(452,480)	(452,480)	(366,336)
Net debt, end of year	\$ (529,624)	\$ (525,072)	\$ (452,480)

The accompanying notes are an integral part of these financial statements.



## UNIVERSITY OF VICTORIA

### Consolidated Statement of Remeasurement Gains and Losses

Year ended March 31, 2023

(in thousands of dollars)

	2023	2022
Accumulated remeasurement gains, beginning	\$ 26,178	\$ 28,257
Unrealized gains (losses) attributed to:		
Portfolio investments	205	(8,742)
Derivatives	13,747	6,314
Foreign currency translation	728	349
Realized gains reclassified to the Consolidated Statement of Operations, attributed to:		
Derivatives	(34,662)	-
Net remeasurement losses for the year	(19,982)	(2,079)
Accumulated remeasurement gains, end of year	\$ 6,196	\$ 26,178

The accompanying notes are an integral part of these financial statements.





**UNIVERSITY OF VICTORIA**  
Consolidated Statement of Cash Flows  
Year ended March 31, 2023  
(in thousands of dollars)

	2023	2022 Restated (Note 3)
Cash provided by (used in):		
Operations:		
Annual surplus	\$ 28,413	\$ 26,266
Items not involving cash		
Amortization of tangible capital assets	47,722	47,770
Revenue recognized from deferred capital contributions	(27,015)	(27,802)
Change in employee future benefits	(8,435)	(8,597)
Change in investments in government business enterprises	5,166	85
Unrealized remeasurement gains on foreign exchange	728	349
Loss on disposal of capital assets	-	1,003
Transfer of tangible capital assets to investment in government business enterprises	3,948	-
Accretion expense	1,482	1,437
Changes in non-cash operating working capital:		
(Increase) decrease in accounts receivable	(1,775)	3,209
(Increase) decrease in loans receivable	(9,099)	55
Increase in inventories	(253)	(403)
(Increase) decrease in prepaid expenses	(4,624)	2,626
Increase in accounts payable and accrued liabilities	3,993	7,034
Increase in due to/from government organizations	(12,408)	(6,455)
(Decrease) increase in deferred revenue	(1,705)	5,283
(Decrease) increase in deferred contributions	(17,332)	14,849
Net change from operating activities	8,806	66,709
Capital activities:		
Acquisition of tangible capital assets	(109,820)	(135,843)
Net change from capital activities	(109,820)	(135,843)
Investing activities:		
Net sale of portfolio investments	48,887	24,095
Net acquisition of restricted endowment investments	(17,907)	(25,462)
Net change from investing activities	30,980	(1,367)
Financing activities:		
Proceeds of debt	75,326	35,355
Repayment of debt	(106,684)	(2,266)
Receipt of deferred capital contributions	85,249	33,176
Net change from financing activities	53,891	66,265
Net change in cash and cash equivalents	(16,143)	(4,236)
Cash and cash equivalents, beginning of year	162,900	167,136
Cash and cash equivalents, end of year	\$ 146,757	\$ 162,900



**UNIVERSITY OF VICTORIA**  
**Notes to Consolidated Financial Statements**

Year ended March 31, 2023

*(tabular figures in thousands of dollars)*

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**1. Authority and purpose**

The University of Victoria (the “University”) operates under the authority of the *University Act* of British Columbia. The University is a not-for-profit entity governed by a 15 member Board of Governors, eight of whom are appointed by the government of British Columbia including two on the recommendation of the Alumni Association. The University is a registered charity and is exempt from income taxes under section 149 of the *Income Tax Act*.

**2. Summary of significant accounting policies**

The consolidated financial statements of the University are prepared by management in accordance with the basis of accounting described below. Significant accounting policies of the University are as follows:

(a) Basis of accounting

The consolidated financial statements have been prepared in accordance with Section 23.1 of the *Budget Transparency and Accountability Act* of the Province of British Columbia supplemented by Regulations 257/2010 and 198/2011 issued by the Province of British Columbia Treasury Board.

The *Budget Transparency and Accountability Act* requires that the consolidated financial statements be prepared in accordance with the set of standards and guidelines that comprise generally accepted accounting principles for senior governments in Canada, or if the Treasury Board makes a regulation, the set of standards and guidelines that comprise generally accepted accounting principles for senior governments in Canada as modified by the alternate standard or guideline or part thereof adopted in the regulation.

Regulation 257/2010 requires all taxpayer supported organizations in the Schools, Universities, Colleges and Hospitals sectors to adopt Canadian public sector accounting standards without any PS4200 elections related to not-for-profit accounting standards.

Regulation 198/2011 requires that restricted contributions received or receivable are to be reported as revenue depending on the nature of the restrictions on the use of the funds as follows:

- Contributions for the purposes of acquiring or developing a depreciable tangible capital asset or contributions in the form of a depreciable tangible capital asset are to be deferred and recognized in revenue at the same rate that amortization of the related tangible capital asset is recorded.
- Contributions restricted for specific purposes other than those for the acquisition or development of a depreciable tangible capital asset are recorded as deferred contributions and recognized in revenue in the period in which the stipulation or restriction on the contributions have been met.

For British Columbia taxpayer supported organizations, these contributions include government transfers and externally restricted contributions.



**UNIVERSITY OF VICTORIA**  
**Notes to Consolidated Financial Statements**

Year ended March 31, 2023

*(tabular figures in thousands of dollars)*

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**2. Summary of significant accounting policies (continued)**

(a) Basis of accounting (continued)

The accounting policy requirements under Regulation 198/2011 are significantly different from the requirements of Canadian public sector accounting standards which requires that:

- government transfers, which do not contain a stipulation that creates a liability, be recognized as revenue by the recipient when approved by the transferor and the eligibility criteria have been met in accordance with public sector accounting standard PS3410; and
- externally restricted contributions be recognized as revenue in the period in which the resources are used for the purpose or purposes specified in accordance with public sector accounting standard PS3100.

As a result, revenue recognized in the consolidated statement of operations and accumulated surplus and certain related deferred capital contributions would be recorded differently under Canadian public sector accounting standards.

(b) Basis of consolidation

(i) Consolidated entities

The consolidated financial statements reflect the assets, liabilities, revenues, and expenses of organizations which are controlled by the University. Controlled organizations are consolidated except for government business enterprises which are accounted for by the modified equity method. Inter-organizational transactions, balances, and activities have been eliminated on consolidation.

The following organizations are controlled by the University and fully consolidated in these financial statements:

- UVic Industry Partnerships (formerly University of Victoria Innovation and Development Corporation) which facilitates research partnerships between the private sector and the University.
- University of Victoria Properties Investments Inc. which manages the University's real estate holdings including the Vancouver Island Technology Park Trust.
- Ocean Networks Canada Society which manages the University's VENUS and NEPTUNE ocean observatories.
- Pacific Climate Impacts Consortium which stimulates collaboration to produce climate information for education, policy and decision making.



**UNIVERSITY OF VICTORIA**  
**Notes to Consolidated Financial Statements**

Year ended March 31, 2023

*(tabular figures in thousands of dollars)*

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**2. Summary of significant accounting policies (continued)**

(b) Basis of consolidation (continued)

(i) Consolidated entities (continued)

- University of Victoria Foundation, the Foundation for the University of Victoria, and the U.S. Foundation for the University of Victoria which encourage the financial support of the University and administer the University's endowment funds.
- Byron Price & Associates Ltd. which holds land in North Saanich.

(ii) Investment in government business enterprises

Government business enterprises are accounted for by the modified equity method. Under this method, the University's investment in the business enterprise and its net income and other changes in equity are recorded. No adjustment is made to conform the accounting policies of the government business enterprise to those of the University other than if other comprehensive income exists, it is accounted for as an adjustment to accumulated surplus (deficit). Inter-organizational transactions and balances have not been eliminated, except for any profit or loss on transactions between entities of assets that remain within the entities controlled by the University.

The following organizations are controlled by the University and consolidated in these financial statements using the modified equity basis:

- Heritage Realty Properties Ltd. which manages the property rental and downtown hotel and brew-pub operation donated by the late Michael C. Williams.
- Vancouver Island Technology Park Trust which provides leased space to high-technology companies on Vancouver Island.
- GSB Executive Education Inc. provides executive training and other non-credit education.

(iii) Investment in government partnerships

Government partnerships that are business partnerships are accounted for by the modified equity method. Accounting policies of the business partnership are not conformed to those of the partners before the equity pick-up. The University is not party to any government business partnerships.

Government partnerships that are not wholly controlled business partnerships are accounted for under the proportionate consolidation method. The University accounts for its share of the partnership on a line by line basis on the financial statements and eliminates any inter-organizational transactions and balances. Accounting policies of the partnership, which is not a business partnership, are conformed to those of the University before it is proportionately consolidated.



**UNIVERSITY OF VICTORIA**  
**Notes to Consolidated Financial Statements**

Year ended March 31, 2023

*(tabular figures in thousands of dollars)*

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**2. Summary of significant accounting policies (continued)**

(b) Basis of consolidation (continued)

(iii) Investment in government partnerships (continued)

The following organization is a government partnerships and is proportionately consolidated in these financial statements:

- Western Canadian Universities Marine Sciences Society (WCUMSS) which operates a marine research facility at Bamfield on the west coast of Vancouver Island. These financial statements include the University's 20% interest.

(iv) Trusts under administration

Trusts administered by the University are not consolidated in the financial statements as the assets are not held for the benefit of the University.

(v) Funds held in trust

Funds held in trust by the University as directed by agreement or statute for certain beneficiaries are not included in the University's consolidated financial statements.

(c) Cash and cash equivalents

Cash and cash equivalents include highly liquid investments readily convertible to known amounts of cash and subject to insignificant risk of changes in value. They are held for the purpose of meeting short-term cash commitments rather than investing.

(d) Loans receivable

Loans receivable are recorded at amortized cost. Interest is accrued on loans receivable to the extent it is deemed collectable.

(e) Financial instruments

Financial instruments are classified into two categories: fair value or cost.

(i) Fair value category

Portfolio instruments that are quoted in an active market and derivative instruments are reflected at fair value as at the reporting date. Other financial instruments designated to be recorded at fair value are endowment and portfolio investments. Transaction costs related to the acquisition of investments are recorded as an expense. Sales and purchases of investments are recorded at trade date.



**UNIVERSITY OF VICTORIA**  
Notes to Consolidated Financial Statements

Year ended March 31, 2023

*(tabular figures in thousands of dollars)*

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**2. Summary of significant accounting policies (continued)**

(e) Financial instruments (continued)

(i) Fair value category (continued)

Unrealized gains and losses on financial assets are recognized in the consolidated statement of remeasurement gains and losses until such time that the financial asset is derecognized due to disposal or impairment. At the time of derecognition, the related realized gains and losses are recognized in the consolidated statement of operations and accumulated surplus and related balances reversed from the consolidated statement of remeasurement gains and losses. Unrealized gains and losses in endowment investments, where earnings are restricted as to use, are recorded as deferred contributions and recognized in revenue when disposed and when related expenses are incurred. Restricted unrealized gains spent to meet current year endowment expenses or capitalization transfers are recorded in the consolidated statement of remeasurement gains and losses. Canadian public sector accounting standards require an organization to classify fair value measurements using a fair value hierarchy, which includes three levels of information that may be used to measure fair value:

- Level 1 – Unadjusted quoted market prices in an active market for identical assets or liabilities;
- Level 2 – Observable or corroborated inputs, other than level 1, such as quoted prices for similar assets or liabilities in active markets or market data for substantially the full term of the assets or liabilities; and
- Level 3 – Unobservable inputs that are supported by little or no market activity and that are significant to the fair value of the assets and liabilities.

(ii) Cost category

Gains and losses are recognized in the consolidated statement of operations and accumulated surplus when the financial asset is derecognized due to disposal or impairment and the gains and losses are recognized at amortized cost using the effective interest method; accounts payable and accrued liabilities and debt are measured at amortized cost using the effective interest method.

The underwriting discount along with consulting fees relating to the debenture issuances are capitalized and amortized to match the term of the long-term debenture. Amortization is calculated based on the effective interest rate method.

(f) Short-term investments

Short-term investments are comprised of money market securities and other investments with maturities that are capable of prompt liquidation. Short-term investments are cashable on demand and are recorded at cost based on the transaction price on the trade date. All interest income, gains and losses are recognized in the period in which they arise.



**UNIVERSITY OF VICTORIA**  
**Notes to Consolidated Financial Statements**

Year ended March 31, 2023

*(tabular figures in thousands of dollars)*

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**2. Summary of significant accounting policies (continued)**

(g) Inventories for resale

Inventories held for resale, including books, merchandise and food are recorded at the lower of cost or net realizable value. Cost includes the original purchase cost, plus shipping and applicable duties. Net realizable value is the estimated selling price less any costs to sell.

(h) Asset retirement obligations

An asset retirement obligation (“ARO”) is recognized when, as at the financial reporting date, all of the following criteria are met:

- There is a legal obligation to incur retirement costs in relation to a tangible capital asset
- The past transaction or event giving rise to the liability has occurred
- It is expected that future economic benefits will be given up; and
- A reasonable estimate of the amount can be made

Certain buildings owned by the University contain asbestos and other hazardous materials. The ARO liability for the removal of asbestos and other hazardous materials in buildings owned by the University has been recognized based on the estimated future expenses to remediate the buildings.

Under the modified retrospective method, the assumptions used on initial recognition are those as of the date of adoption of the standard. Assumptions used in the subsequent calculations are revised annually. When the amount and timing of future cash flows of a remediation or demolition of a project are known, the liability is discounted using a present value calculation, and adjusted yearly for accretion expense up to the time the project commences.

The recognition of the ARO liability resulted in an accompanying increase to the respective tangible capital assets. The increase in building assets is being amortized in accordance with the amortization accounting policy outlined in Note 2(i)(i).

(i) Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(i) Tangible capital assets

Tangible capital assets are recorded at cost, which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. Interest is capitalized during construction whenever external debt is issued to finance the construction of tangible capital assets.



**UNIVERSITY OF VICTORIA**  
Notes to Consolidated Financial Statements

Year ended March 31, 2023

*(tabular figures in thousands of dollars)*

**2. Summary of significant accounting policies (continued)**

(i) Non-financial assets (continued)

(i) Tangible capital assets (continued)

The cost, less residual value of the tangible capital assets, are amortized on a straight line basis over their estimated useful lives. Land is not amortized as it is deemed to have a permanent value.

<b>Asset</b>	<b>Straight line Rate</b>
Buildings - Concrete	50 years
Buildings - Woodframe	30 years
Buildings - Heritage	35 years
Site Improvements	30 years
Equipment - Computing	3 years
Equipment - Other	8 years
Information Systems	8 years
Furnishings	8 years
Library Holdings	10 years
Ships/Vessels	25 years

Donated assets are recorded at fair value at the date of donation. In unusual circumstances where fair value cannot be reasonably determined, the tangible capital asset would be recorded at a nominal value.

Assets under construction are not amortized until the asset is available for productive use.

Tangible capital assets are written down when conditions indicate that they no longer contribute to the University's ability to provide goods and services, or when the value of future economic benefits associated with the tangible capital assets are less than their net book value.

(ii) Works of art and historic assets

Works of art and historic assets are not recorded as assets in these financial statements.

(iii) Leased capital assets

Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.





**UNIVERSITY OF VICTORIA**  
Notes to Consolidated Financial Statements

Year ended March 31, 2023

*(tabular figures in thousands of dollars)*

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**2. Summary of significant accounting policies (continued)**

(i) Non-financial assets (continued)

(iv) Inventories held for use

Inventories held for use are recorded at the lower of cost and replacement cost.

(j) Employee future benefits

The costs of pension and other future employee benefits are recognized on an accrual basis over the working lives of employees as detailed in Note 9.

(k) Revenue recognition

Tuition and student fees and sales of goods and services are reported as revenue at the time the services are provided or the products are delivered, and collection is reasonably assured.

Unrestricted donations and grants are recorded as revenue when receivable if the amounts can be estimated and collection is reasonably assured.

Restricted donations and grants are reported as revenue depending on the nature of the restrictions on the use of the funds by the contributors as follows:

- (i) Contributions for the purpose of acquiring or developing a depreciable tangible capital asset or in the form of a depreciable tangible capital asset, in each case for use in providing services are recorded and referred to as deferred capital contributions and recognized in revenue at the same rate that amortization of the tangible capital asset is recorded. The reduction of the deferred capital contributions and the recognition of the revenue are accounted for in the fiscal period during which the tangible capital asset is used to provide services.
- (ii) Contributions restricted for specific purposes other than for those to be held in perpetuity or the acquisition or development of a depreciable tangible capital asset are recorded as deferred contributions and recognized in revenue in the year in which the stipulation or restriction on the contribution have been met.
- (iii) Contributions restricted to be retained in perpetuity, allowing only the investment income earned thereon to be spent are recorded as restricted endowment contributions in the statement of operations and accumulated surplus for the portion to be held in perpetuity and as deferred contributions for any restricted investment income earned thereon.

Investment income includes interest recorded on an accrual basis and dividends recorded as declared, realized gains and losses on the sale of investments, and writedowns on investments where the loss in value is determined to be other-than-temporary.



**UNIVERSITY OF VICTORIA**  
**Notes to Consolidated Financial Statements**

Year ended March 31, 2023

*(tabular figures in thousands of dollars)*

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**2. Summary of significant accounting policies (continued)**

(l) Pledges, gifts-in-kind and contributed services

Pledges from donors are recorded when payment is received by the University or the transfer of property is completed since their ultimate collection cannot be reasonably assured until that time. Gifts-in-kind include securities and equipment which are recorded in the financial statements at their fair market value at the time of donation. The value of contributed services is not determinable and is not recorded in the financial statements.

(m) Use of estimates

Preparation of the financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions. These estimates and assumptions affect the reported amounts of assets, liabilities, and related disclosures. Key areas where management has made estimates and assumptions include those related to the amortization period of tangible capital assets, asset retirement obligations, valuation allowances for receivables and inventories, the valuation of financial instruments and assets and obligations related to employee future benefits. Where actual results differ from these estimates and assumptions, the impact will be recorded in future periods when the difference becomes known.

(n) Foreign currency translation

Transactions in foreign currencies are translated into Canadian dollars at the exchange rate in effect on the transaction date. Monetary assets and liabilities denominated in foreign currencies and non-monetary assets and liabilities which were designated in the fair value category under the financial instrument standard are reflected in the financial statements in equivalent Canadian dollars at the exchange rate in effect on the statement of financial position date. Any gain or loss resulting from a change in rates between the transaction date and the settlement date or statement of financial position date is recognized in the consolidated statement of remeasurement gains and losses. In the period of settlement, any exchange gain or loss is reversed out of the consolidated statement of remeasurement gains and losses, and reflected in the consolidated statement of operations and accumulated surplus.

(o) Functional classification of expenses

Expenses on the consolidated statement of operations and accumulated surplus have been classified based on functional lines of service provided by the University. The outline of services provided by each function is as follows:

- (i) Instruction and non-sponsored research - This function includes expenses related to all direct educational delivery within the institution. This would include credit and non-credit courses, diploma, certificate and degree granting programs; continuing education; developmental education and on-line delivery. Costs associated with this function include the Deans, Directors and Chairs; instructional administration; and support staff and support costs related to these activities. Non-sponsored research is research activity funded by the university and includes faculty research start-ups; the Office of the Vice President of Research and Innovation and associated research projects; and research centres.



**UNIVERSITY OF VICTORIA**  
Notes to Consolidated Financial Statements

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*(tabular figures in thousands of dollars)*

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**2. Summary of significant accounting policies (continued)**

- (o) Functional classification of expenses (continued)
  - (ii) Academic and student support - This function includes activities that directly support the academic functions of the University as well as centralized functions that support individual students or groups of students. These include: libraries; records and admissions; scheduling; student service administration; student recruitment; co-op programming; counseling and career services; financial aid administration; scholarships and bursaries; student social development and recreation; Office of Indigenous Affairs; student computer labs. Also included are costs associated with Ancillary Operations (including interest and amortization) such as the bookstore and regalia; residence housing, food, conference and child care services.
  - (iii) Administrative support and general expenses - This function includes activities that support the institution as a whole such as the Office of the President; the University Secretary and the Board of Governors; finance and financial operations; internal audit; budget and planning; human resources; general counsel; institutional research; and a portion of informational technology and telecommunications.
  - (iv) Facility operations and maintenance - This function includes the operations and maintenance of the physical plant and plant equipment for all institutional activities; capital asset amortization expense for building, site and plant equipment; accretion expense on asset retirement obligations; utilities; facilities administration; custodial services; landscaping and grounds keeping; major repairs and renovations; security services and capital-related interest. This function also includes the ancillary operations of parking services and the University of Victoria Broad St. properties; Heritage Realty Properties Ltd.; and University of Victoria Properties Investments Inc.
  - (v) Sponsored research - This function includes research activities specifically funded by contracts with and/or grants from external organizations and undertaken within the institution to produce research outcomes. Also included are joint ventures such as WCUMSS and subsidiaries such as the Pacific Climate Impacts Consortium and Ocean Networks Canada Society, solely incorporated for sponsored research.
  - (vi) External engagement - This function includes all activities provided in support of ongoing external relations. These activities include advancement and development (fundraising); alumni relations; community and government relations; corporate relations; marketing and communications; ceremonies; and art galleries.
- (p) Budget figures

Budget figures have been provided for comparative purposes. The budget was approved by the Board of Governors of the University on October 4, 2022 and provided to the Province. The budget is reflected in the statement of operations and accumulated surplus and the statement of changes in net debt.



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(tabular figures in thousands of dollars)

**3. Adoption of new accounting standard**

On April 1, 2021, the University adopted Canadian Public Sector Accounting Standard PS 3280, *Asset Retirement Obligations*. The new accounting standard addresses the reporting of legal obligations associated with the retirement of certain tangible capital assets, such as asbestos removal in retired buildings by public sector entities. The standard was adopted on the modified retrospective basis at the date of adoption.

On April 1, 2021, the University recognized asset retirement obligations relating to buildings owned by the University containing asbestos and other hazardous materials. The buildings have been built or acquired over time, dating as far back as 1940. The ARO liabilities have been estimated using the expected date of retirement of each building, discounted back to the date the standard was adopted. Many of the University's buildings are still in productive use despite being past their estimated useful lives for accounting purposes. When the timing of future remediation and associated costs are known, the ARO liability is adjusted accordingly by escalating and discounting the future cost of approved remediation projects.

In accordance with the provisions of the new standard, the University reflected the following adjustments as at and for the year ended March 31, 2022 as follows:

	As previously stated	Adjustment	As restated
<b>Consolidated Statement of Financial Position</b>			
Asset retirement obligations	\$ -	\$ 47,347	\$ 47,347
Tangible capital assets	912,142	6,004	918,146
Accumulated surplus - Invested in tangible capital assets	331,004	(41,343)	289,661
<b>Consolidated Statement of Operations and Accumulated Surplus</b>			
Expenses - Facility operations and maintenance	55,894	1,754	57,648
Annual operating surplus	2,558	(1,754)	804
Accumulated operating surplus, beginning of year	891,082	(39,589)	851,493
Accumulated operating surplus, end of year	919,102	(41,343)	877,759
<b>Consolidated Statement of Changes in Net Debt</b>			
Annual surplus	28,020	(1,754)	26,266
Amortization of tangible capital assets	47,453	317	47,770
Net debt, beginning of year	(320,426)	(45,910)	(366,336)
Net debt, end of year	(405,133)	(47,347)	(452,480)
<b>Consolidated Statement of Cash Flows</b>			
Annual surplus	28,020	(1,754)	26,266
Amortization of tangible capital assets	47,453	317	47,770
Accretion expense	-	1,437	1,437



UNIVERSITY OF VICTORIA  
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*(tabular figures in thousands of dollars)*

3. Adoption of new accounting standard (continued)

	As previously stated	Adjustment	As restated
Note 17 –Tangible Capital Assets			
Cost – Buildings	1,061,195	16,580	1,077,775
Accumulated amortization – Buildings	308,775	10,576	319,351
Net book value – Buildings	752,420	6,004	758,424
Note 19 – Accumulated Surplus			
Invested in tangible capital assets	331,004	(41,343)	289,661
Note 24 – Expenses by object			
Supplies and services	84,024	1,437	85,461
Amortization expense	47,453	317	47,770



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*(tabular figures in thousands of dollars)*

**4. Cash and cash equivalents**

	2023	2022
Cash	\$ 10,144	\$ 16,736
Short-term investments	136,613	146,164
	\$ 146,757	\$ 162,900

**5. Accounts receivable**

	2023	2022
Revenues receivable	\$ 19,270	\$ 17,701
Accrued interest receivable	642	665
Less: provision for doubtful accounts	(4,219)	(4,448)
	\$ 15,693	\$ 13,918

**6. Due from governments**

	2023	2022
Federal government	\$ 17,817	\$ 16,831
Provincial government	14,266	2,186
Other	189	267
	\$ 32,272	\$ 19,284



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(tabular figures in thousands of dollars)

**7. Financial instruments**

Financial assets and liabilities recorded at fair value are comprised of the following:

(a) Portfolio investments

	Fair Value Hierarchy	2023	2022
Portfolio investments carried at fair value:			
Various pooled bond and mortgage funds	Level 1	\$ 131,741	\$ 173,818
Canadian equities	Level 1	1,867	1,982
Global equities	Level 1	51,078	58,160
Bonds	Level 2	-	2,936
Infrastructure, real estate and private equity	Level 3	24,206	20,697
		208,892	257,593
Portfolio investments at cost which approximates fair value:			
Cash		767	581
Other		210	377
<b>Total portfolio investments</b>		<b>\$ 209,869</b>	<b>\$ 258,551</b>

(b) Restricted endowment investments

	Fair Value Hierarchy	2023	2022
Restricted endowment investments carried at fair value:			
Various pooled bond and mortgage funds	Level 1	\$ 104,915	\$ 111,706
Global equities	Level 1	235,945	227,172
Infrastructure and real estate	Level 3	91,829	77,173
		432,689	416,051
Restricted endowment investments at cost which approximates fair value:			
Cash		3,455	2,186
<b>Total restricted endowment investments</b>		<b>\$ 436,144</b>	<b>\$ 418,237</b>



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Year ended March 31, 2023

(tabular figures in thousands of dollars)

**7. Financial instruments (continued)**

(c) Derivatives (See note 15 for breakdown of debt related to derivatives):

	Fair Value Hierarchy	2023	2022
Derivatives - interest rate swaps on debt quoted at fair value:			
Province of BC floating interest rate fixed at 1.86%, settled in 2023, unsecured	Level 2	\$ -	\$ 22,235
Province of BC floating interest rate fixed at 1.90%, commencing 2024 through 2054, unsecured	Level 2	4,960	3,783
Royal Bank of Canada floating interest rate fixed at 5.38%, through an interest rate swap due in 2025, unsecured	Level 2	(15)	(141)
BC Immigrant Investment Fund floating interest rate fixed at 3.56%, commencing 2024 through 2034, unsecured	Level 2	(52)	(69)
<b>Total derivatives</b>		<b>\$ 4,893</b>	<b>\$ 25,808</b>

**8. Loans receivable**

	2023	2022
Various employees		
Electric bike loans to employees, interest free for 1-2 years, no renewal option, unsecured	\$ 128	\$ -
Various faculty and senior administrators		
Home relocation loans, interest free for 5 years with option for further renewal unless employment ceases, secured by second mortgages	5,745	4,464
Heritage Realty Properties Ltd.		
Promissory note receivable, interest at Royal Bank Prime + 2.0%, due March 31, 2026, secured by an unregistered equitable mortgage	10,634	10,634
Vancouver Island Technology Park Trust loans receivable		
Promissory note, secured by an unregistered equitable mortgage	8,648	-
Interest at 5.13%, due April 2030, unsecured	6,741	7,510
Interest at 6.13%, due April 2030, unsecured	1,698	1,887
	<b>\$ 33,594</b>	<b>\$ 24,495</b>





**UNIVERSITY OF VICTORIA**  
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Year ended March 31, 2023

(tabular figures in thousands of dollars)

**9. Employee future benefits**

Employee future benefits arise in connection with the University's group life insurance and accumulated sick leave plans. The University also maintains pension plans, and other retirement and supplementary benefit arrangements for substantially all of its continuing employees.

Summary of employee future benefit assets:

		2023	2022
Staff pension plan	(Note 9(a)(ii))	\$ (44,751)	\$ (37,049)
Supplemental pension obligations	(Note 9(a)(i))	8,547	9,043
Special accumulated sick leave	(Note 9(b))	2,565	2,806
Basic group life insurance plan		901	897
		\$ (32,738)	\$ (24,303)

(a) Pension benefits

(i) Combination plan

The pension fund for full-time continuing faculty and administrative and academic professional staff is referred to as the Combination Plan. The plan's benefits are derived primarily from defined contributions with a defined benefit minimum. The plan has been accounted for as a defined contribution plan. The employees make contributions equal to 4.00% of salary up to the year's maximum pensionable earnings ("YMPE") plus 6.00% of salary in excess of the YMPE. The University makes contributions equal to 6.37% of salary up to the YMPE plus 8.00% of salary in excess of the YMPE. The university also contributes 4.00% of salary to fund the defined benefit minimum. The latest actuarial valuation for funding purposes as at December 31, 2021 showed that the accrued formula pension benefit liabilities of the Combination Plan were fully funded. The next valuation will be as at December 31, 2024 and is expected to be completed in September 2025. A solely defined contribution plan is available for part-time faculty and administrative and academic professional staff who meet certain eligibility criteria. The University has made contributions to these two plans during the year of \$26,769,000 (2022 - \$25,885,000) and recorded them as a pension expense.

The University provides supplemental pensions in excess of those provided under registered plans. They are fully funded out of the general assets of the University. The accrued liabilities of these arrangements total \$8,547,000 as at March 31, 2023 (2022 - \$9,043,000). The University paid supplemental benefits of \$171,000 in the year (2022 - \$397,000) and recorded employee benefit expense of \$406,000 (2022 - \$324,000).



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Year ended March 31, 2023

(tabular figures in thousands of dollars)

**9. Employee future benefits (continued)**

(a) Pension benefits (continued)

(ii) Staff plan

The Staff Pension Plan (the "Plan") is a contributory defined benefit pension plan made available to regular staff employees that are eligible to join the Plan. The Plan provides pensions based on credited service and final average salary. Based on membership data as at the last actuarial valuation as at December 31, 2019, the average age of the 1,190 active employees covered by the Plan is 48.1. In addition, there are 618 former employees who are entitled to deferred pension benefits averaging \$279 per month. At December 31, 2019, there were 857 pensioners receiving an average monthly pension of \$1,000. The employees make contributions equal to 4.86% of salary that does not exceed the YMPE plus 6.61% of salary in excess of the YMPE. A separate pension fund is maintained. The University makes contributions to the plan in line with recommendations contained in the actuarial valuation. Though the University and the employees both contribute to the pension fund, the University retains the full risk of the accrued benefit obligation. The pension fund assets are invested primarily in Universe bonds and equities.

The University has made contributions to the Plan during the year of \$6,110,000 (2022 – \$6,350,000). The Plan paid benefits in the year of \$15,776,000 (2022 – \$14,204,000).

The pension asset at March 31 includes the following components:

	2023	2022
Accrued benefit obligation	\$ 273,303	\$ 266,223
Pension fund assets	(315,459)	(324,743)
	(42,156)	(58,520)
Unamortized actuarial (gains)/losses	(2,595)	21,471
<b>Net asset</b>	<b>\$ (44,751)</b>	<b>\$ (37,049)</b>

Actuarial valuations are performed triennially using the projected benefit prorated method. The latest triennial actuarial valuation completed as at December 31, 2019 reported a going concern surplus and a solvency deficiency (i.e. if the plan were to be wound up on that date) of \$87,417,000. The next required valuation will be as at December 31, 2022, which will be completed in the summer of 2023. The *Pension Benefits Standards Act* of British Columbia requires minimum annual contributions or the use of letters of credit to fund a portion of the solvency deficiency. The University has chosen to arrange a letter of credit in the amount of \$30.0 million at March 31, 2023 (2022 – \$29.2 million) to satisfy the contribution requirements through 2023.



UNIVERSITY OF VICTORIA  
Notes to Consolidated Financial Statements

Year ended March 31, 2023

(tabular figures in thousands of dollars)

9. Employee future benefits (continued)

(a) Pension benefits (continued)

(ii) Staff plan (continued)

This letter of credit will be reassessed in conjunction with the next plan valuation and updated solvency funding level. The accrued benefit obligation shown for 2023 is based on an extrapolation of that 2019 valuation. There is an unamortized gain to be amortized on a straight-line basis over the expected average remaining service life of the related employee group (9 years).

The actuarial valuation was based on a number of assumptions about future events, such as inflation rates, interest rates, wage and salary increases and employee turnover and mortality. The assumptions used reflect the University's best estimates. The expected inflation rate is 2%. The discount rate used to determine the accrued benefit obligation is 5.7%. Pension fund assets are valued at market value as at March 31, 2023.

The expected rate of return on pension fund assets is 5.7%. The actual rate of return on Plan assets in 2023 was a loss of 0.9%. The total expenses related to pensions for the fiscal year ending, include the following components:

	2023	2022
Current period benefit cost	\$ 8,395	\$ 8,647
Amortization of actuarial gains	(3,572)	(4,838)
	4,823	3,809
Less: Employee contributions	(2,367)	(2,437)
<b>Pension benefit expense</b>	<b>2,456</b>	<b>1,372</b>
Interest cost on the average accrued benefit obligation	15,117	14,642
Expected return on average pension plan assets	(18,308)	(18,233)
<b>Pension interest income</b>	<b>(3,191)</b>	<b>(3,591)</b>
<b>Total pension income</b>	<b>\$ (735)</b>	<b>\$ (2,219)</b>

The Supplementary Retirement Benefit Account is a separate fund available to provide pensioners over the age of 65 with supplemental indexing against inflation beyond that provided by the basic plan above. It is accounted for as a defined contribution plan, with University contributions during the year of \$124,000 (2022 – \$129,000).



**UNIVERSITY OF VICTORIA**  
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Year ended March 31, 2023

*(tabular figures in thousands of dollars)*

**9. Employee future benefits (continued)**

(b) Special accumulated sick leave benefit liability

Certain unionized employees of the University are entitled to a special vested sick leave benefit in accordance with the terms and conditions of their collective agreements. Employees who accumulate and maintain a minimum balance of regular sick leave may opt to transfer sick days into this special accumulating and vested benefit. The University recognizes a liability and an expense as days are transferred into this benefit. At March 31, 2023 the balance of this special accumulated sick leave was \$2,565,000 (2022 – \$2,806,000).

(c) Other long-term disability plan

An insured long-term disability plan funded entirely by the University was commenced for other staff on July 1, 2000. The University contribution for the year ending March 31, 2023 was \$1,291,000 (2022 – \$1,308,000).

**10. Investments in government business enterprises**

The University controls three profit-oriented subsidiaries which are recorded using the modified equity method of accounting. The three entities are Heritage Realty Properties Ltd., Vancouver Island Technology Park Trust and GSB Executive Education Inc.

Change in equity in government business enterprises:

	2023	2022
Equity at beginning of year	\$ 1,087	\$ 1,565
Dividends/distributions paid	(396)	(1,002)
Net earnings (loss)	(48)	524
<b>Equity at end of year</b>	<b>643</b>	<b>1,087</b>
Dividends/distributions payable	7,360	7,449
Eliminate gain on property transfer	(4,633)	-
<b>Investment in government business enterprises</b>	<b>\$ 3,370</b>	<b>\$ 8,536</b>

Condensed financial information of these government business enterprises are as follows:

Consolidated Statement of Financial Position

	2023	2022
Assets	\$ 44,008	\$ 36,298
Liabilities	(43,365)	(35,211)
Equity	\$ 643	\$ 1,087



UNIVERSITY OF VICTORIA  
Notes to Consolidated Financial Statements

Year ended March 31, 2023

(tabular figures in thousands of dollars)

10. Investments in government business enterprises (continued)

Consolidated Statement of Operations

	2023	2022
Revenue	\$ 15,392	\$ 17,833
Expenses	(15,440)	(17,309)
Surplus (deficit) for the year	\$ (48)	\$ 524

11. Investments in government partnerships

The University is one of five university members of the Western Canadian Universities Marine Sciences Society (WCUMSS) for marine field research. The University provided a grant to the Society in 2023 of \$273,400 (2022 – \$273,400). WCUMSS financial results are proportionately consolidated with those of the University based upon the University's share of its total contributions of 20% (2022 – 20%).

The proportionate amounts included in these consolidated financial statements are as follows:

Consolidated Statement of Financial Position

	2023	2022
Financial assets	\$ 268	\$ 359
Liabilities	(354)	(375)
<b>Net assets</b>	(86)	(16)
Non-financial assets	1,312	1,320
<b>Accumulated surplus</b>	\$ 1,226	\$ 1,304

Consolidated Statement of Operations

	2023	2022
Revenue	\$ 722	\$ 301
Expenses	(867)	(2,002)
Deficit for the year	\$ (145)	\$ (1,701)



**UNIVERSITY OF VICTORIA**  
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Year ended March 31, 2023

*(tabular figures in thousands of dollars)*

**12. Accounts payable and accrued liabilities**

	2023	2022
Accounts payable and accrued liabilities	\$ 28,755	\$ 35,237
Salaries and benefits payable	17,088	6,496
Accrued vacation pay	12,894	13,011
	<b>\$ 58,737</b>	<b>\$ 54,744</b>



**UNIVERSITY OF VICTORIA**  
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(tabular figures in thousands of dollars)

**13. Deferred contributions**

Deferred contributions are comprised of funds restricted for the following purposes:

	2023	2022
Specific purpose (including endowment earnings)	\$ 127,868	\$ 140,217
Research	109,241	103,790
Capital	2,351	12,785
	<b>\$ 239,460</b>	<b>\$ 256,792</b>

	2023			Total	2022
	Specific Purpose	Research	Capital		
Balance, beginning of year	\$ 140,217	\$ 103,790	\$ 12,785	\$ 256,792	\$ 241,943
Contributions and endowment investment income	34,567	118,538	884	153,989	156,323
Revenue recognized from deferred contributions	(46,916)	(113,087)	(702)	(160,705)	(141,474)
Transfer to deferred capital contributions	-	-	(10,616)	(10,616)	-
Balance, end of year	<b>\$ 127,868</b>	<b>\$ 109,241</b>	<b>\$ 2,351</b>	<b>\$ 239,460</b>	<b>\$ 256,792</b>

The balance shown under specific purpose includes accumulated unrealized gains of \$58,633,000 (2022 – \$51,083,000) from endowment investments.

**14. Deferred capital contributions**

Contributions that are restricted for capital are referred to as deferred capital contributions. Amounts are recognized into revenue at the same rate that amortization of the related tangible capital asset is recorded.

Treasury Board provided direction on accounting treatment as disclosed in Note 2(a). Changes in the deferred capital contributions balance are as follows:

	2023	2022
Balance, beginning of year	\$ 436,373	\$ 430,999
Contributions received during the year	74,633	33,176
Transfers from deferred contributions	10,616	-
Revenue from amortization of deferred capital contributions	(27,015)	(27,802)
Balance, end of year	<b>\$ 494,607</b>	<b>\$ 436,373</b>



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**15. Debt**

Debt reported on the consolidated statement of financial position is comprised of the following (see note 7 (c) for related derivative information):

	2023	2022
Province of British Columbia Commercial paper financing for Student Housing and Dining project converted in 2023 and 2024 to term loans due in 2053 and 2054, unsecured ( <i>Note 15(c)</i> )	\$ 17,965	\$ 122,470
Province of British Columbia 4.43% bond due 2054, unsecured, with annual sinking fund payments of \$1,565,000 ( <i>Note 15(c)</i> )	104,000	-
Royal Bank of Canada 5.38% term loan due 2025, unsecured	2,350	3,443
Province of British Columbia 2.28% bond due 2024, unsecured	3,785	3,822
British Columbia Immigrant Investment Fund 2.48% term loan due 2024, unsecured	5,741	6,227
Province of British Columbia 4.82% bond due 2028, unsecured, with annual sinking fund payments of \$327,000	10,800	10,800
Province of British Columbia 4.74% bond due 2039, unsecured, with annual sinking fund payments of \$302,000	10,000	10,000
Great West Life Insurance Company 5.13% term loan due 2030, unsecured	6,741	7,510
Total debt issued	\$ 161,382	\$ 164,272
Unamortized debt discounts ( <i>Note 15(c)</i> )	(28,468)	-
Debt	\$ 132,914	\$ 164,272





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**15. Debt (continued)**

(a) Principal repayments

Anticipated annual principal repayments, including sinking fund instalments and maturities, due over the next five years and thereafter are as follows:

	Sinking Fund	Other	Total
2024	\$ 2,194	\$ 6,444	\$ 8,638
2025	2,194	2,998	5,192
2026	2,194	1,866	4,060
2027	2,194	1,940	4,134
2028	2,194	2,018	4,212
Thereafter	40,057	21,316	61,373
	\$ 51,027	\$ 36,582	\$ 87,609

(b) Sinking Fund Investments

Sinking fund investments are held and invested by the Province of British Columbia. These funds totaling \$12,290,000 (2022 – \$11,997,000) will provide for the retirement at maturity of \$124,800,000 of debt issued to the Province. The amount forms part of the portfolio investments balance shown on the Consolidated Statement of Financial Position.

(c) Student Housing and Dining project financing

The University is authorized by the Province of British Columbia to borrow \$122,654,000 in order to finance a portion of the construction costs of the Student Housing and Dining (SHD) project. The debt related to the SHD project is \$121,965,000 as at March 31, 2023 (2022 – \$122,470,000). During the year, short term commercial paper loans were converted to a 30 year bond with a face value of \$104,000,000 and an unamortized debt discount of \$28,468,000. The remaining short term commercial paper loan will be converted to a 30 year term loan at completion of the SHD project in 2024. As at March 31, 2023, the University holds a commercial paper loan with a balance of \$17,965,000 and interest rate of 4.33% (2022 – two commercial paper loans with balances of \$65,000,000 and \$57,470,000 and interest rates of 0.14% and 0.79%, respectively).



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**16. Asset Retirement Obligations**

The University owns and operates buildings that are known to contain asbestos and other hazardous materials, which represents a health hazard when undergoing certain repairs and maintenance work and upon demolition of the building. As there is a legal obligation to remove hazardous materials, the University has recognized a liability relating to the removal and post-removal care of the asbestos and other hazardous materials in these buildings, as estimated at April 1, 2022. Such estimated costs have been discounted to the present value using a discount rate of 3.13% per annum.

The transition and recognition of asset retirement obligations involved an accompanying increase to the buildings assets and the restatement of prior year figures (see Note 3).

Changes to the asset retirement obligations in the year are as follows:

	2023	2022 Restated <i>(Note 3)</i>
Balance, beginning of year	\$ 47,347	\$ 45,910
Accretion expense	1,482	1,437
Balance, end of year	\$ 48,829	\$ 47,347



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17. Tangible capital assets

Cost	Balance as at March 31, 2022 Restated (Note 3)	Additions	Disposals	Balance as at March 31, 2023
Land	\$ 22,582	\$ -	\$ (2,218)	\$ 20,364
Site improvements	51,691	7,229		58,920
Buildings	1,077,775	73,744	(3,328)	1,148,191
Equipment and furnishings	199,003	23,976	(18,786)	204,193
Information systems	18,441			18,441
Computer equipment	15,168	2,923	(4,549)	13,542
Library holdings	32,148	1,948	(3,079)	31,017
<b>Total</b>	<b>\$ 1,416,808</b>	<b>\$ 109,820</b>	<b>\$ (31,960)</b>	<b>\$ 1,494,668</b>

Accumulated amortization	Balance as at March 31, 2022 Restated (Note 3)	Disposals	Amortization	Balance as at March 31, 2023
Site improvements	\$ 25,040	\$ -	\$ 1,573	\$ 26,613
Buildings	319,351	(1,598)	20,302	338,055
Equipment and furnishings	105,960	(18,786)	19,634	106,808
Information systems	18,441			18,441
Computer equipment	10,385	(4,549)	3,406	9,242
Library holdings	19,485	(3,079)	2,807	19,213
<b>Total</b>	<b>\$ 498,662</b>	<b>\$ (28,012)</b>	<b>\$ 47,722</b>	<b>\$ 518,372</b>

Net book value	March 31, 2023	March 31, 2022 Restated (Note 3)
Land	\$ 20,364	\$ 22,582
Site improvements	32,307	26,651
Buildings	810,136	758,424
Equipment and furnishings	97,385	93,043
Computer equipment	4,300	4,783
Library holdings	11,804	12,663
<b>Total</b>	<b>\$ 976,296</b>	<b>\$ 918,146</b>



**UNIVERSITY OF VICTORIA**  
Notes to Consolidated Financial Statements

Year ended March 31, 2023

*(tabular figures in thousands of dollars)*

**17. Tangible capital assets (continued)**

(a) Contributed tangible capital assets:

Additions to equipment and furnishings and computers include the following contributed tangible capital assets:

	2023	2022
Equipment and furnishings	\$ 20	\$ 224

(b) Assets under construction

Assets under construction comprised of buildings having a value of \$99,147,000 (2022 – \$163,640,000) and equipment having a value of \$19,738,000 (2022 – \$17,209,000) have not been amortized. Amortization of these assets will commence when the asset is available for productive use.

(c) De-recognition of tangible capital assets

The de-recognition of tangible capital assets during the year had an original cost of \$26,414,000 (2022 – \$20,003,000) and related to fully amortized assets with a net book value of \$nil (2022 – \$nil). The de-recognition of capital assets from the transfer of land and existing buildings on the site of Broad Street had an original cost of \$5,546,000 related to assets with a net book value of \$3,948,000.

**18. Financial risk management**

The University has exposure to the following risks from its use of financial instruments: credit risk, price risk and liquidity risk. The Board of Governors ensures that the University has identified major risks and management monitors and controls them.

(a) Credit risk

Credit risk is the risk of financial loss to the University if a customer or counterparty to a financial instrument fails to meet its contractual obligations. Such risks arise principally from the amounts receivable and from fixed income assets held by the University.

The University manages amounts receivable by using a specific bad debt provision when management considers that the expected recovery is less than the account receivable.

The entity is exposed to credit risk through its accounts receivable from students. This risk is managed by limiting the extent of credit granted to students and by monitoring the collection of receivables.

The University limits the risk in the event of non-performance related to fixed income holdings by dealing principally with counter-parties that have a credit rating of A or higher as rated by the Dominion Bond Rating Service or equivalent. The credit risk of the University investments at March 31, 2023 is \$359,106,000 (2022 – \$419,041,000).



**UNIVERSITY OF VICTORIA**  
Notes to Consolidated Financial Statements

Year ended March 31, 2023

*(tabular figures in thousands of dollars)*

**18. Financial risk management (continued)**

(a) Credit risk (continued)

The following shows the percentage of fixed income holdings in the portfolio by credit rating:

Credit Rating	%
AAA	9.6%
AA	10.5%
A	7.4%
BBB	7.4%
BB and below	2.4%
Mortgages	19.6%
Foreign exchange	0.3%
Cash and short-term	
R1 high	27.5%
R1 mid	1.2%
R1 low	14.1%
	100.0%

(b) Price risk

Price risk includes market risk and interest rate risk.

Market risk relates to the possibility that the investments will change in value due to fluctuations in market prices. The objective of market risk management is to mitigate market risk exposures within acceptable parameters while optimizing the return on risk. This risk is mitigated by the investment policies for the respective asset mixes to be followed by the investment managers, the requirements for diversification of investments within each asset class and credit quality constraints on fixed income investments. Market risk can be measured in terms of volatility, i.e., the standard deviation of change in the value of a financial instrument within a specific time horizon.



**UNIVERSITY OF VICTORIA**  
Notes to Consolidated Financial Statements

Year ended March 31, 2023

*(tabular figures in thousands of dollars)*

**18. Financial risk management (continued)**

(b) Price risk (continued)

Based on the volatility of the University's current asset class holdings, the net impact on market value of each asset class is shown below.

Asset Class		Estimated Volatility (% change)
Bonds	+/-	5.8%
Canadian equities	+/-	20.0%
Global equities	+/-	18.0%
Real estate	+/-	12.5%
Infrastructure	+/-	12.5%
Private equity	+/-	21.0%
Benchmark for Investments		Net Impact on Market Value
FTSE Canada Universe Bond index	+/-	\$ 13,091
S&P/TSX Composite index	+/-	373
MSCI All Country World Index	+/-	51,642
Canadian Consumer Price Index (Real Estate)	+/-	7,443
Canadian Consumer Price Index (Infrastructure)	+/-	6,936
Canadian Consumer Price Index (Private Equity)	+/-	165

Interest rate risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in the market interest rates. The value of fixed-income and debt securities, such as bonds, debentures, mortgages or other income-producing securities is affected by interest rates. Generally, the value of these securities increases if interest rates fall and decreases if interest rates rise.

It is management's opinion that the University is exposed to market or interest rate risk arising from its financial instruments. Duration is an appropriate measure of interest rate risk for fixed income funds as a rise (fall) in interest rates will cause a decrease (increase) in bond prices; the longer the duration, the greater the effect. Duration is managed by the investment manager at the fund level. At March 31, 2023, the modified duration of all fixed income in aggregate was 3.4 years. Therefore, if interest rates were to increase by 1% across all maturities, the value of the bond portfolio would drop by 3.4%; contrarily, if interest rates were to decrease by 1% across all maturities, the value of the bond portfolio would increase by 3.4%.

The University's debt is fixed rate; accordingly, changes in interest rates do not impact interest payments but may impact the fair value of such debt and the fair value of related derivatives (interest rate swaps on debt). The University uses interest rate swaps to lock in interest rates on future debt issues to protect against rising interest rates.



**UNIVERSITY OF VICTORIA**  
Notes to Consolidated Financial Statements

Year ended March 31, 2023

*(tabular figures in thousands of dollars)*

**18. Financial risk management (continued)**

(c) Liquidity risk

Liquidity risk is the risk that the University will not be able to meet its financial obligations as they become due. The University manages liquidity risk by continually monitoring actual and forecasted cash flows from operations and anticipated investing and financing activities to ensure, as far as possible, that it will always have sufficient liquidity to meet its liabilities when due, under both normal and stressed conditions, without incurring unacceptable losses or risking damage to the University's reputation.

**19. Accumulated surplus**

Accumulated surplus is comprised of the following:

	2023	2022 Restated <i>(Note 3)</i>
Endowments	\$ 436,144	\$ 418,237
Invested in tangible capital assets	318,977	289,661
Internally restricted	111,705	140,897
Unrestricted	39,346	28,964
Accumulated remeasurement gains	6,196	26,178
	<b>\$912,368</b>	<b>\$ 903,937</b>

Endowments consist of restricted donations and capitalized investment income to be held in perpetuity.

Invested in capital assets consist of unrestricted funds previously spent on capital assets, debt repayment, and asset retirement obligations.

Internally restricted funds consist of balances set aside or appropriated by the Board of Governors for equipment replacement, capital improvements and other non-recurring expenditures.

Unrestricted funds consist primarily of balances arising from the University's ancillary and specific purpose funds, and consolidated entities.



**UNIVERSITY OF VICTORIA**  
Notes to Consolidated Financial Statements

Year ended March 31, 2023

(tabular figures in thousands of dollars)

**20. Endowments**

Changes to the endowment principal balances, not including remeasurement gains/losses, (see note 13 for accumulated unrealized gains/ losses on restricted endowment investments) are as follows:

	2023	2022
Balance, beginning of year	\$ 418,237	\$ 392,775
Contributions received during the year	5,469	12,056
Invested income and donations capitalized	12,438	13,406
<b>Balance, end of year</b>	<b>\$ 436,144</b>	<b>\$ 418,237</b>

The balance shown does not include endowment principal with fair value of \$7,953,000 (2022 – \$8,300,000) and book value of \$4,820,000 (2022 – \$4,820,000) held by the Vancouver Foundation. The excluded principal is not owned or controlled by the University, but income from it is paid to the University to be used for specific purposes.

**21. Contractual rights**

The University may, from time to time, enter into contracts or agreements in the normal course of operations that result in future assets or revenue. One example of such agreements is multi-year research funding agreements, whereby the University has the opportunity to earn revenue in future years by incurring qualified expenditures. These funding agreements do not abnormally impact the University's financial position and do not guarantee the university the right to future funding.

**22. Contractual obligations**

The nature of the University's activities can result in multiyear contracts and obligations whereby the University will be committed to make future payments. Significant contractual obligations related to operations that can be reasonably estimated are as follows:

	2024	2025	2026	2027	2028
Construction contracts	\$ 67,319	\$ 19,043	\$ 630	\$ 100	-
Operating leases	347	320	195	109	20
<b>Total</b>	<b>\$ 67,666</b>	<b>\$ 19,363</b>	<b>\$ 825</b>	<b>\$ 209</b>	<b>\$ 20</b>





**UNIVERSITY OF VICTORIA**  
Notes to Consolidated Financial Statements

Year ended March 31, 2023

*(tabular figures in thousands of dollars)*

**23. Contingent liabilities**

The University may, from time to time, be involved in legal proceedings, claims, and litigation that arise in the normal course of business. It is management's opinion that the aggregate amount of any potential liability is not expected to have a material adverse effect on the University's financial position or results.

The University is one of 58 Canadian university subscribers to CURIE, which has provided property and liability insurance coverage to most campuses other than Quebec and Prince Edward Island since 1988. The anticipated cost of claims based on actuarial projections is funded through member premiums. Subscribers to CURIE have exposure to premium retro-assessments should the premiums be insufficient to cover losses and expenses.

**24. Expenses by object**

The following is a summary of expenses by object:

	2023	2022 Restated (Note 3)
Salaries and wages	\$ 390,637	\$ 363,199
Employee benefits	64,440	60,399
Travel	13,276	4,134
Supplies and services	92,611	85,461
Equipment rental and maintenance	8,639	10,730
Utilities	8,358	8,353
Scholarships, fellowships and bursaries	51,070	50,953
Cost of goods sold	10,615	8,581
Interest on long-term debt	3,231	2,334
Amortization of tangible capital assets	47,722	47,770
	<b>\$ 690,599</b>	<b>\$ 641,914</b>

**25. Trusts under administration**

(a) University of Victoria Long-Term Disability Trust

The University administers an employee-funded long-term disability plan for faculty and administrative and academic professional staff. The University does not contribute to or control the plan. The long-term disability plan's assets and liabilities have not been included in the consolidated statement of financial position. The plan's operations have not been included in the consolidated statement of operations and accumulated surplus



**UNIVERSITY OF VICTORIA**  
Notes to Consolidated Financial Statements

Year ended March 31, 2023

*(tabular figures in thousands of dollars)*

**25. Trusts under administration (continued)**

- (a) University of Victoria Long-Term Disability Trust (continued)

As of March 31, 2023, the balances of the long-term disability plan are as follows:

	2023	2022
Assets	\$21,216	\$ 20,703
Accrued benefit obligation	(27,835)	(28,935)
	\$ (6,619)	\$ (8,232)

- (b) Funds held in trust

Funds held in trust are funds held on behalf of autonomous organizations, agencies, and student societies having a close relationship with the University. These funds are not reported on the University's consolidated statement of financial position (2023 – \$4,113,000; 2022 – \$4,238,000).

**26. Supplemental cash flow information**

	2023	2022
Cash paid for interest	\$ 2,274	\$ 1,865

**27. Related party transactions**

The University is related through common control to all Province of British Columbia ministries, agencies, school districts, health authorities, colleges, universities, and crown corporations. Transactions with these entities, unless disclosed separately, are considered to be in the normal course of operations and are recorded at the exchange amount. The university accounts for its controlled entities, government business enterprises and government partnerships as outlined in Note 2(b). During the year ended March 31, 2023, there have been no material transactions between the university and its key management personnel or their close family members.





**Date:** September 20, 2023

**To:** Senate

**From:** Senate Committee on Academic Standards

**Re:** **Change to Admission Requirements for Bachelor of Science,  
Computer Science**

---

At its meeting on September 15, 2023 the Senate Committee on Academic Standards considered a proposal from the Faculty of Engineering and Computer Science to change the admission requirements for the Bachelor of Science, Computer Science.

**Recommended Motion:**

That Senate approve the proposal to change the admission requirements for Bachelor of Science, Computer Science effective May 1, 2024.

Respectfully submitted,

**2023/2024 Senate Committee on Academic Standards**

Yasmine Kandil (Chair), Faculty of Fine Arts

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

Hökūlani Aikau, Faculty of Human and Social Development

Chekwube Anyaegbunam, Student Senator

Ashley Burridge de Moscoso, Acting Associate Registrar

Dennine Dudley, President's nominee

Jade Fischer, GSS representative

Andrea Giles, Executive Director, Coop Education and Career Services

Rob Hancock, Faculty of Social Sciences

Tim Haskett, Faculty of Humanities

Julio Navarro, Faculty of Science

Andrew Newcombe, Faculty of Law

Sorin Rizeanu, Peter B. Gustavson School of Business

Tim Pelton, Faculty of Education

Cleo Philp, UVSS representative

David Scoones, Acting Associate Dean, Academic Advising (Faculties of SCIE, SOSC and HUM)

Yang Shi, Faculty of Engineering and Computer Science

Dani Stinson, Faculty of Graduate Studies

Nathaniel Sukhdeo, Student Senator

Wendy Taylor, Acting Registrar

Laura Vizina, Division of Continuing Studies

Alivia Wang, Convocation Senator

Ada Saab (Secretary), Associate University Secretary



**Date:** September 19, 2023

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

**From:** Ada Saab  
Associate University Secretary

**Re:** **Change to Admission Requirements for Bachelor of Science  
Computer Science for May 2024**

---

At its meeting on September 15, 2023 the Senate Committee on Academic Standards considered a proposal from the Faculty of Engineering and Computer Science to change the admission requirements for the Bachelor of Science Computer Science.

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 that Senate also approve, the proposal to change the admission requirements for Bachelor of Science Computer Science effective May 1, 2024.

Please note that this item will be forwarded by the committee to Senate for its approval. The Senate next meeting scheduled for October 6, 2023.





# MEMO

## Engineering Undergraduate Office

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

---

DATE: July 25, 2023

TO: Senate Committee on Academic Standards (SCAS)

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

RE: Change to admission requirements for Bachelor of Science Computer Science for May 2024

The Bachelor of Science Computer Science program requires students take MATH 100 or MATH 109; and MATH 101. The transfer requirements only list MATH 101, intended to imply the MATH 100 or MATH 109 requirement. However, there are transfer students that are able to register in MATH 101 without having satisfied MATH 100 or MATH 109. This change will make the intended requirement explicit in the transfer requirements.

### [Current calendar entry:](#)

#### **Transfers from other faculties or programs**

A student in another faculty or program who wishes to transfer into a BSc program in the Faculty of Engineering and Computer Science must have completed 12 units of courses including CSC 110 or CSC 111; CSC 115 or CSC 116; and MATH 101, and have obtained a minimum grade of C in all program required CSC, SENG and MATH courses taken. Transfer applicants must also have a minimum C+ average on the most recent 12 units of courses at the time of transfer. A student in another faculty or program who has completed one or more sessions at the University must also have satisfactory standing as defined by the University at the time of transfer.

#### **Transfers from other institutions**

To be eligible for admission to a BSc program in the Faculty of Engineering and Computer Science on the basis of work completed at another post-secondary institution, a student must be eligible for transfer credit for at least 12 units of courses and have at least a C+ average on their most recent 12 units of courses. Transfer students must also have completed the equivalent of CSC 110 or CSC 111; CSC 115 or CSC 116; and MATH 101, and have obtained a minimum grade of C in all program required CSC-, SENG- and MATH-transferable courses.



# MEMO

## Engineering Undergraduate Office

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

---

Proposed calendar entry (Changes indicated in red):

### Transfers from other faculties or programs

A student in another faculty or program who wishes to transfer into a BSc program in the Faculty of Engineering and Computer Science must have completed 12 units of courses including CSC 110 or CSC 111; CSC 115 or CSC 116; **MATH 100 or MATH 109**; and MATH 101, and have obtained a minimum grade of C in all program required CSC, SENG and MATH courses taken. Transfer applicants must also have a minimum C+ average on the most recent 12 units of courses at the time of transfer. A student in another faculty or program who has completed one or more sessions at the University must also have satisfactory standing as defined by the University at the time of transfer.

### Transfers from other institutions

To be eligible for admission to a BSc program in the Faculty of Engineering and Computer Science on the basis of work completed at another post-secondary institution, a student must be eligible for transfer credit for at least 12 units of courses and have at least a C+ average on their most recent 12 units of courses. Transfer students must also have completed the equivalent of CSC 110 or CSC 111; CSC 115 or CSC 116; **MATH 100 or MATH 109**; and MATH 101, and have obtained a minimum grade of C in all program required CSC-, SENG- and MATH-transferable courses.

Sincerely,

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

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





**Date:** September 20, 2023

**To:** Senate

**From:** Senate Committee on Academic Standards

**Re:** **Revisions to the Undergraduate and Graduate Examination Cancellation Policy and Guidelines**

---

At its meeting on September 15, 2023 the Senate Committee on Academic Standards considered a proposal on revisions to the Undergraduate and Graduate Examination Cancellation Policy and Guidelines.

**Recommended Motion:**

That Senate approve the revisions to the Examination Cancellation Policy and Guidelines in the Academic Calendars.

Respectfully submitted,

**2023/2024 Senate Committee on Academic Standards**

Yasmine Kandil (Chair), Faculty of Fine Arts

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

Hökūlani Aikau, Faculty of Human and Social Development

Chekwube Anyaegbunam, Student Senator

Ashley Burridge de Moscoso, Acting Associate Registrar

Dennine Dudley, President's nominee

Jade Fischer, GSS representative

Andrea Giles, Executive Director, Coop Education and Career Services

Rob Hancock, Faculty of Social Sciences

Tim Haskett, Faculty of Humanities

Julio Navarro, Faculty of Science

Andrew Newcombe, Faculty of Law

Sorin Rizeanu, Peter B. Gustavson School of Business

Tim Pelton, Faculty of Education

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Yang Shi, Faculty of Engineering and Computer Science

Dani Stinson, Faculty of Graduate Studies

Nathaniel Sukhdeo, Student Senator

Wendy Taylor, Acting Registrar

Laura Vizina, Division of Continuing Studies

Alivia Wang, Convocation Senator

Ada Saab (Secretary), Associate University Secretary



**Date:** September 1, 2023

**To:** Members of the Senate Committee on Academic Standards

**From:** Ada Saab, Associate University Secretary

**Re:** **Review of the Undergraduate and Graduate Examination Cancellation Regulation and Guidelines**

---

The Senate Committee on Academic Standards' proposed regulations and guidelines for the Cancellation of Final Examinations were approved by Senate for the September 2020 calendar. During the Fall 2022 final examination period, heavy snowfall resulted in the cancellation of scheduled days.

During the fall 2022 snowfall period, reference to the regulation and guidelines were helpful. Nonetheless, certain areas have been identified for revision such as the option for remote assessment and a reference to hardship and conflict. In addition, communication was found to be less effective than anticipated, and a centralized process to handle course-wide cancellations within the final examination period was deemed essential in the future.

February 2023, in consultation with the Office of the Registrar, the Senate Committee on Academic Standards conducted a preliminary review of the regulation and guidelines. Since this time, consideration of issues which arose during the Fall 2022 final examination period resulted in the following summarized proposed revisions:

- Centralized information and instruction regarding cancelled or rescheduled exams have been moved from instructors to the Office of the Registrar to ensure more consistent and streamlined services for students;
- Increased list of examples for alternate assessments;
- Clarified authority on the cancellation of final examinations or the scheduling of final examinations to the following term;
- Inserted Exam Conflict and Hardship regulation to the list of circumstances to approve alternate assessment if a rescheduled examination is not possible.

At the May 2023 meeting of the Senate Committee on Academic Standards, the committee discussed changes to the regulation. The discussed changes are reflected in the attached document for approval.

**Recommended Motion:**

That the Senate Committee on Academic Standards approve, and recommend that Senate also approve, the revisions to the Examination Cancellation Policy and Guidelines in the academic calendars.

/attachment





### Examination Cancellation Policy (undergraduate)

In the event that the university campus closes during the final examination period, all in-person examinations scheduled to be conducted during that closure will be cancelled. If the university campus is open, but an isolated safety-concern (such as damage to a building or area of campus) exists that requires an immediate decision, then the Vice-President Academic and Provost may cancel the affected examinations after consulting with the Chair of Senate. Otherwise, examination cancellations will be carried out according to the Senate Emergency Protocol.

In the event that the university cancels examinations:

*a) During the final examination period*

The Office of the Registrar will reschedule the affected examinations to an unused day during the final exam period. If necessary, one or more days will be added to the end of the examination period.

Examinations will not normally be rescheduled to take place during the following term. Rescheduling examinations during the following term requires approval from the Vice-President Academic and Provost, and will only be considered if there is no reasonable alternative.

Students who are unable to attend a rescheduled final examination should contact Student Support Services in the Office of the Registrar ~~their instructor immediately for information and instructions.~~

With the approval of their department Chair, instructors may make alternate arrangements for evaluating their courses such as changing the format of an exam from in-person to online or assigning an alternate assessment in lieu of an exam.

*b) At all other times during the term*

Subject to approval from their department Chair/Director, instructors will reschedule or make alternate arrangements for mid-term examinations. Students should contact their instructor for information and instructions.

## Examination Cancellation Guidelines (undergraduate)

The purpose of the examination cancellation guidelines is to provide students and instructors with the procedures to follow in the event of a cancellation of exams during the final examination period.

The Office of the Registrar is responsible for campus-wide communication regarding exam cancellation during the final exam period, but instructors should notify students of specific plans for alternate arrangements. Students who are unable to attend a rescheduled final examination should contact Student Support Services in the Office of the Registrar. Exam cancellation and subsequent rescheduling ~~postponement~~ plans will be announced via the Office of the Registrar's university's exam schedule website.

### 2) Procedures for Rescheduling Final Examinations within the Current Examination Period

Student Support Services ~~within the Office of the Registrar~~ will reschedule the examinations as follows:

- a. If an entire day of final examinations is to be rescheduled, that day will be added to a free Sunday within the exam period or the end of the examination period.
- b. If some portion of a day of final examinations is to be rescheduled, the portion of the day to be rescheduled will be added to a free Sunday within the exam period or the end of the examination period.
- c. If two or more days of final examinations are to be rescheduled, then they will be moved to the end of the examination period in the same sequence as originally scheduled.
- d. Whenever possible, rescheduled examinations will take place at the same time and location as originally scheduled -- only the day(s) will be changed.
- e. Examinations will not be scheduled on statutory holidays.

### 3) Student Attendance at Rescheduled Examinations

In addition to the regulations on Academic Concessions (undergraduate and graduate), Accommodation of Religious Observance, and Final Examinations Conflict and Hardship, students with unavoidable commitments, including issues with rescheduled travel plans, work commitments, or child care, should contact Student Support Services if they are unable to attend a rescheduled final examination ~~their course instructor for approval to make alternate exam arrangements.~~

Otherwise, students are expected to attend their rescheduled examination(s) on the rescheduled date. Students who received approval to not attend ~~a the~~ rescheduled final examination, according to the above regulations and outlined unavoidable commitments, will be assigned a deferred grade (DEF) for the course until the final grade can be submitted. Existing policies governing the approval of grades will apply.

### 4) Alternate Exam Arrangements

When a final examination has been rescheduled under the Examination Cancellation Policy and a course instructor determines that alternate arrangements need to be made due to unavoidable commitments, an academic concession, or exam hardship or conflict, ~~for~~ ~~students with scheduled travel plans or for all students in the course~~, approval must be sought from the department Chair/Director. Student Support Services must be notified in advance of all alternate arrangements in order to ensure proper communication is provided to students via the exam schedule.

Instructors may choose **an** alternate arrangements such as:

- a. **an online or** take-home **final** exam;
- b. an alternate assignment; ~~and/or~~
- c. ~~an additional~~ **a final** exam ~~to be~~ scheduled for the first week of classes of the **following** ~~next~~ term. This option must have **approval from** the Vice-President Academic and Provost ~~approval~~ before plans are made for the following term.

Dates for completion must be set to ensure that ~~marks~~ **grades** are submitted in a timely manner. Existing policies governing ~~DEF~~ **grades** and the approval of grades will apply.

### **1) Procedure for Rescheduling ~~Postponing~~ Final Examinations to the Following Term**

If the exam is rescheduled to the **first week of the** following term, the Vice President Academic and Provost will **communicate the** ~~confirm~~ approval of the **rescheduled exam** ~~postponement with~~ **to** the University Registrar and notify the offices of the Deans and Chairs/Directors responsible for courses affected.

The Chairs or Directors will notify the impacted faculty members. The Office of the Registrar will arrange for the rescheduled examination and the delayed release of grades. ~~The Office of the Registrar~~ **Student Support Services** will also advise ~~Student Housing~~ **Residence Services** of any modifications to the academic schedule.

### **5) Cancellation of Final Examinations**

**As a last resort,** if alternate arrangements cannot be made, ~~and~~ the department Chair/Director **may recommend to the Dean (or designate)** ~~makes the decision~~ to cancel the scheduled final examination(s) and not ~~to~~ reschedule. **If a final examination is cancelled, the** students **in the course** will be assigned an Aegrotat grade (AEG) **(undergraduate students only)** based on completed course work to date. Existing policies governing the approval of grades will apply.

### Examination Cancellation Policy (graduate)

In the event that the university campus closes during the final examination period, all in-person examinations scheduled to be conducted during that closure will be cancelled. If the university campus is open, but an isolated safety-concern (such as damage to a building or area of campus) exists that requires an immediate decision, then the Vice-President Academic and Provost may cancel the affected examinations after consulting with the Chair of Senate. Otherwise, examination cancellations will be carried out according to the Senate Emergency Protocol.

In the event that the university cancels examinations:

*a) During the final examination period*

The Office of the Registrar will reschedule the affected examinations to an unused day during the final exam period. If necessary, one or more days will be added to the end of the examination period.

Examinations will not normally be rescheduled to take place during the following term. Rescheduling examinations during the following term requires approval from the Vice-President Academic and Provost, and will only be considered if there is no reasonable alternative.

Students who are unable to attend a rescheduled final examination should contact Student Support Services in the Office of the Registrar ~~their instructor immediately for information and instructions.~~

With the approval of their department Chair, instructors may make alternate arrangements for evaluating their courses such as changing the format of an exam from in-person to online or assigning an alternate assessment in lieu of an exam.

*b) At all other times during the term*

Subject to approval from their department Chair/Director, instructors will reschedule or make alternate arrangements for mid-term examinations. Students should contact their instructor for information and instructions.

## Examination Cancellation Guidelines (graduate)

### Purpose

The purpose of the examination cancellation guidelines is to provide students and instructors with the procedures to follow in the event of a cancellation of exams during the final examination period.

The Office of the Registrar is responsible for campus-wide communication regarding exam cancellation during the final exam period, but instructors should notify students of specific plans for alternate arrangements. Students who are unable to attend a rescheduled final examination should contact Student Support Services in the Office of the Registrar. Exam cancellation and subsequent rescheduling plans will be announced via the university's exam schedule website.

### Procedures for rescheduling final examinations within the current examination period

Student Support Services within the Office of the Registrar will reschedule the examinations as follows:

1. If an entire day of final examinations is to be rescheduled, that day will be added to a free Sunday within the exam period or the end of the examination period.
2. If some portion of a day of final examinations is to be rescheduled, the portion of the day to be rescheduled will be added to a free Sunday within the exam period or the end of the examination period.
3. If two or more days of final examinations are to be rescheduled, then they will be moved to the end of the examination period in the same sequence as originally scheduled.
4. Whenever possible, rescheduled examinations will take place at the same time and location as originally scheduled -- only the day(s) will be changed.
5. Examinations will not be scheduled on statutory holidays.

### Student attendance at rescheduled examinations

In addition to the regulations on Academic Concessions ([undergraduate](#) and [graduate](#)) and [Accommodation of Religious Observance, and Final Examinations Conflict and Hardship](#), students with unavoidable commitments, including issues with rescheduled travel plans, work commitments, or child care, should contact [Student Support Services if they are unable to attend a rescheduled final examination](#) their course instructor for approval to make alternate exam arrangements.

Otherwise, students are expected to attend their rescheduled examination(s) on the rescheduled date. Students who received approval to not attend ~~a the~~ rescheduled [final examination, according to the above regulations and outlined unavoidable commitments](#), will be assigned a deferred grade (DEF) for the course until the final grade can be submitted. Existing policies governing the approval of grades will apply.

### Alternate exam arrangements

When a final examination has been rescheduled under the Examination Cancellation Policy and a course instructor determines that alternate arrangements need to be made [due to unavoidable commitments, an academic concession, or exam hardship or conflict](#), ~~for~~ students with scheduled travel plans or for all students in the course, approval must be sought from the department Chair/Director. [Student Support Services must be notified in](#)

advance of all alternate arrangements in order to ensure proper communication is provided to students via the exam schedule.

Instructors may choose an alternate arrangements such as:

- a. an online or take-home final exam;
- b. an alternate assignment; ~~and/or~~
- c. ~~an additional~~ a final exam ~~to be~~ scheduled for the first week of classes of the following ~~next~~ term. This option must have approval from the Vice-President Academic and Provost ~~approval~~ before plans are made for the following term.

Dates for completion must be set to ensure that ~~marks~~ grades are submitted in a timely manner. Existing policies governing ~~DEF~~ grades and the approval of grades will apply.

**Procedure for rescheduling ~~postponing~~ final Examinations to the following term**

~~The Office of the Registrar is responsible for campus-wide communication regarding exam cancellation during the final exam period, but instructors should notify students of specific plans for alternate arrangements. Exam cancellation and subsequent postponement plans will be announced via the Office of the Registrar's website.~~

If the exam is rescheduled to the first week of the following term, the Vice President Academic and Provost will communicate the ~~confirm~~ approval of the rescheduled exam ~~postponement with~~ to the University Registrar and notify the offices of the Deans and Chairs/Directors responsible for courses affected.

The Chairs or Directors will notify the impacted faculty members. The Office of the Registrar will arrange for the rescheduled examination and the delayed release of grades. ~~The Office of the Registrar~~ Student Support Services will also advise ~~Student Housing~~ Residence Services of any modifications to the academic schedule.

**Cancellation of final exams**

As a last resort, if alternate arrangements cannot be made, ~~and~~ the department Chair/Director may recommend to the Dean (or designate) ~~makes the decision to~~ cancel the scheduled final examination(s) and not ~~to~~ reschedule. If a final examination is cancelled, the students in the course will be assigned an Aegrotat grade (AEG) (undergraduate students only) based on completed course work to date. Existing policies governing the approval of grades will apply.

### **Examination Cancellation Policy (undergraduate)**

In the event that the university campus closes during the final examination period, all in-person examinations scheduled to be conducted during that closure will be cancelled. If the university campus is open, but an isolated concern (such as damage to a building or area of campus) exists that requires an immediate decision, then the Vice-President Academic and Provost may cancel the affected examinations after consulting with the Chair of Senate. Otherwise, examination cancellations will be carried out according to the Senate Emergency Protocol.

In the event that the university cancels examinations:

*a) During the final examination period*

The Office of the Registrar will reschedule the affected examinations to an unused day during the final exam period. If necessary, one or more days will be added to the end of the examination period.

Examinations will not normally be rescheduled to take place during the following term. Rescheduling examinations during the following term requires approval from the Vice-President Academic and Provost, and will only be considered if there is no reasonable alternative.

Students who are unable to attend a rescheduled final examination should contact Student Support Services in the Office of the Registrar.

With the approval of their department Chair, instructors may make alternate arrangements for evaluating their courses such as changing the format of an exam from in-person to online or assigning an alternate assessment in lieu of an exam.

*b) At all other times during the term*

Subject to approval from their department Chair/Director, instructors will reschedule or make alternate arrangements for mid-term examinations. Students should contact their instructor for information and instructions.

## **Examination Cancellation Guidelines (undergraduate)**

The purpose of the examination cancellation guidelines is to provide students and instructors with the procedures to follow in the event of a cancellation of exams during the final examination period.

The Office of the Registrar is responsible for campus-wide communication regarding exam cancellation during the final exam period, but instructors should notify students of specific plans for alternate arrangements. Students who are unable to attend a rescheduled final examination should contact Student Support Services in the Office of the Registrar. Exam cancellation and subsequent rescheduling plans will be announced via the [university's exam schedule website](#).

### **Procedures for Rescheduling Final Examinations within the Current Examination Period**

Student Support Services will reschedule the examinations as follows:

- a. If an entire day of final examinations is to be rescheduled, that day will be added to a free Sunday within the exam period or the end of the examination period.
- b. If some portion of a day of final examinations is to be rescheduled, the portion of the day to be rescheduled will be added to a free Sunday within the exam period or the end of the examination period.
- c. If two or more days of final examinations are to be rescheduled, then they will be moved to the end of the examination period in the same sequence as originally scheduled.
- d. Whenever possible, rescheduled examinations will take place at the same time and location as originally scheduled -- only the day(s) will be changed.
- e. Examinations will not be scheduled on statutory holidays.

### **Student Attendance at Rescheduled Examinations**

In addition to the regulations on Academic Concessions ([undergraduate](#) and [graduate](#)), [Accommodation of Religious Observance](#), and [Final Examinations Conflict and Hardship](#), students with unavoidable commitments, including issues with rescheduled travel plans, work commitments, or child care, should contact Student Support Services if they are unable to attend a rescheduled final examination.

Otherwise, students are expected to attend their rescheduled examination(s) on the rescheduled date. Students who received approval to not attend a rescheduled final examination, according to the above regulations and outlined unavoidable commitments, will be assigned a deferred grade (DEF) for the course until the final grade can be submitted. Existing policies governing the approval of grades will apply.

### **Alternate Exam Arrangements**

When a final examination has been rescheduled under the Examination Cancellation Policy and a course instructor determines that alternate arrangements need to be made due to unavoidable commitments, an academic concession, or exam hardship or conflict, approval must be sought from the department Chair/Director. Student Support Services must be notified **in advance** of all alternate arrangements in order to ensure proper communication is provided to students via the exam schedule.

Instructors may choose an alternate arrangements such as:

- a. an online or take-home final exam;
- b. an alternate assignment;



- c. a final exam scheduled for the first week of classes of the following term. This option must have approval from the Vice-President Academic and Provost before plans are made for the following term.

Dates for completion must be set to ensure that grades are submitted in a timely manner. Existing policies governing the approval of grades will apply.

#### **Procedure for Rescheduling Final Examinations to the Following Term**

If the exam is rescheduled to the first week of the following term, the Vice President Academic and Provost will communicate the approval of the rescheduled exam to the University Registrar and notify the offices of the Deans and Chairs/Directors responsible for courses affected.

The Chairs or Directors will notify the impacted faculty members. The Office of the Registrar will arrange for the rescheduled examination and the delayed release of grades. [Student Support Services](#) will also advise Residence Services of any modifications to the academic schedule.

#### **Cancellation of Final Examinations**

As a last resort, if alternate arrangements cannot be made, the department Chair/Director may recommend to the Dean (or designate) to cancel the scheduled final examination(s) and not to reschedule. If a final examination is cancelled, the students in the course will be assigned an Aegrotat grade (AEG) (undergraduate students only) based on completed course work to date. Existing policies governing the approval of grades will apply.

### **Examination Cancellation Policy (graduate)**

In the event that the university campus closes during the final examination period, all in-person examinations scheduled to be conducted during that closure will be cancelled. If the university campus is open, but an isolated concern (such as damage to a building or area of campus) exists that requires an immediate decision, then the Vice-President Academic and Provost may cancel the affected examinations after consulting with the Chair of Senate. Otherwise, examination cancellations will be carried out according to the Senate Emergency Protocol.

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Examinations will not normally be rescheduled to take place during the following term. Rescheduling examinations during the following term requires approval from the Vice-President Academic and Provost, and will only be considered if there is no reasonable alternative.

Students who are unable to attend a rescheduled final examination should contact Student Support Services in the Office of the Registrar

With the approval of their department Chair, instructors may make alternate arrangements for evaluating their courses such as changing the format of an exam from in-person to online or assigning an alternate assessment in lieu of an exam.

*b) At all other times during the term*

Subject to approval from their department Chair/Director, instructors will reschedule or make alternate arrangements for mid-term examinations. Students should contact their instructor for information and instructions.

## Examination Cancellation Guidelines (graduate)

### Purpose

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### Student attendance at rescheduled examinations

In addition to the regulations on Academic Concessions ([undergraduate](#) and [graduate](#)) and [Accommodation of Religious Observance](#), and Final Examinations Conflict and Hardship, students with unavoidable commitments, including issues with rescheduled travel plans, work commitments, or child care, should contact Student Support Services if they are unable to attend a rescheduled final examination.

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Instructors may choose an alternate arrangements such as:

- a. an online or take-home final exam;
- b. an alternate assignment;
- c. a final exam scheduled for the first week of classes of the following term. This option must have approval from the Vice-President Academic and Provost before plans are made for the following term.

Dates for completion must be set to ensure that grades are submitted in a timely manner. Existing policies governing the approval of grades will apply.

**Procedure for rescheduling final Examinations to the following term**

If the exam is rescheduled to the first week of the following term, the Vice President Academic and Provost will communicate the approval of the rescheduled exam to the University Registrar and notify the offices of the Deans and Chairs/Directors responsible for courses affected.

The Chairs or Directors will notify the impacted faculty members. The Office of the Registrar will arrange for the rescheduled examination and the delayed release of grades. [Student Support Services](#) will also advise Residence Services of any modifications to the academic schedule.

**Cancellation of final exams**

As a last resort, if alternate arrangements cannot be made, the department Chair/Director may recommend to the Dean (or designate) to cancel the scheduled final examination(s) and not reschedule. If a final examination is cancelled, the students in the course will be assigned an Aegrotat grade (AEG) (undergraduate students only) based on completed course work to date. Existing policies governing the approval of grades will apply.



**Date:** September 20, 2023

**To:** Senate

**From:** Senate Committee on Academic Standards

**Re:** **2022/23 Annual Report**

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

The Senate Committee on Academic Standards met nine times in 2022/23. Meetings occurred on September 20, 2022, October 19, 2022, November 8, 2022, December 6, 2022, January 11, 2023, February 8, 2023, March 8, 2023, April 12, 2023, and May 25, 2023. During the course of the year, the committee approved the convocation lists of faculties, approved a posthumous degree, made a number of recommendations to Senate, initiated projects in areas of the committee's concern, and received proposals for the committee's input from other areas.

During 2022/2023, the committee considered several issues including:

Recommendations to Senate:

- revisions to the requirements for concurrent credit in graduate certificate, diploma and degree programs
- revisions of the transfer of academic credit and credit granted upon re-admission for graduate students
- revision to the graduate academic calendar to include an option for non-hierarchical supervisory committees
- revision to clarify the Results of Oral Examination in the graduate academic calendar
- revisions to the Undergraduate Examinations and Graduate Evaluation of Student Course Work in the undergraduate and graduate academic calendars
- creation of a Final Examination Conflict and Hardship regulation for the undergraduate and graduate academic calendars
- creation of a Black Student Admissions regulation for the Juris Doctor (JD) and Juris Indigenarum Doctor (JID) admission requirement in the Faculty of Law
- revisions to the undergraduate admissions requirement for the Bachelor of Engineering and the Bachelor in Software Engineering
- revisions to the undergraduate program requirements for the Minor in Mechanical Systems in the Faculty of Engineering and Computer Science
- revision to the graduate admissions requirement for the School of Nursing
- revisions to the undergraduate admission requirements for transfer students in the School of Exercise Science, Physical and Health Education
- proposed requirements for admission and transfer to the Bachelor of Arts in Indigenous Proficiency

Continued Projects in 2022/23:

- annual review of the University Grading Patterns Report
- examination of the definition of the Aegrotat (AEG) grade notation
- revisions to the undergraduate and graduate Academic Integrity Policy
- review and revisions to the examination cancellation guidelines

Consultation:

- proposed revisions to the Policy for the Establishment of Certificate and Diplomas (AC1135) to include Micro-Certificates, and the proposed delegation governance process outlined in revisions to the Terms of Reference for the Senate Committee on Planning
- proposed creation of a undergraduate university-wide Dean's List
- feedback to the Chair of the Department of English and the Acting Director of the Academic and Technical Writing Program on the academic writing requirement.
- residency requirement in Chemistry for Medical Sciences BSc for graduate of Selkirk College
- residency requirement in the School of Nursing for the BSN Nursing Program

**Approval of the convocation lists of the faculties:**

The committee approves, on behalf of Senate, the granting of degrees. At its October 2022 and May 2023 meetings, the committee approved the fall 2022 and spring 2023 convocation lists, respectively. At the September 2022 meeting, the committee considered a request for a posthumous degree.

**Recommendations to Senate:**

**To approve the Final Examination Conflict and Hardship Regulation**

At its September, October, and January meetings the committee reviewed and approved the Final Examination Conflict and Hardship Regulation for publication in the Academic Calendars. The proposal was approved by Senate at its March 3, 2023 meeting.

**To approve revisions to the requirements for concurrent credit in Graduate Certificate and Diploma programs and Graduate Degree programs**

At its November meeting, the committee reviewed and approved revisions to the requirements for concurrent credit in Graduate Certificate and Diploma, and Graduate Degree programs. The proposal was approved by Senate at its December 2, 2022 meeting.

**To approve revisions of the transfer of academic credit and credit granted upon re-admission**

At its November meeting, the committee reviewed and approved the clarification of the transfer of academic credit and credit granted upon re-admission. The proposal was approved by Senate at its December 2, 2022 meeting.

**To approve the revision to the Graduate Academic Calendar for the inclusion of an option for non-Hierarchical Supervisory Committees**

At its December meeting, the committee reviewed and approved the revision to the Graduate Academic calendar for the inclusion of an option for non-Hierarchical Supervisory Committees. The proposal was approved by Senate at its January 6, 2023 meeting.

**To approve the revisions to the JD/JID Admission requirement for the Faculty of Law**

At its January and April meetings, the committee reviewed and approved a proposal from the Faculty of Law to add a Black Student Admission regulation. The proposal was approved by Senate at its May 5, 2023 meeting.

**To approve revision to the Results of Oral Examination in the Graduate Academic Calendar**

At its February meeting, the committee reviewed and approved a proposal from the Faculty of Graduate Studies on revisions to the section of the Results of Oral Examination in the Graduate Academic Calendar. The proposal was approved by Senate at its March 3, 2023 meeting.

**To approve revisions to the Academic Calendars regarding Undergraduate Examinations and Graduate Evaluation of Student Course Work**

Throughout the year, the committee reviewed and approved a number of revisions to the Academic Calendars regarding Undergraduate Examinations and Graduate Evaluation of Student Course Work. The proposal was approved by Senate at its May 5, 2023 meeting.

**To approve revisions to the undergraduate admissions requirement for the Bachelor of Engineering and the Bachelor in Software Engineering**

At its April meeting, the committee reviewed and approved a proposal from the Associate Dean of the Faculty of Engineering and Computer Science for the revision to the undergraduate admissions requirement for the Bachelor of Engineering and the Bachelor of Software Engineering. The proposal was approved by Senate at its May 5, 2023 meeting.

**To approve revisions to the undergraduate program requirements for the Minor in Mechanical Systems**

At its April meeting, the committee reviewed and approved a proposal from the Associate Dean of the Faculty of Engineering and Computer Science for the revision to the undergraduate program requirements for the Minor in Mechanical Systems. The proposal was approved by Senate at its May 5, 2023 meeting.

**To approve the revision to the School of Nursing graduate admissions requirement**

At its April meeting, the committee reviewed and approved a proposal from the Associate Dean of the Faculty of Human and Social Development to revise the requirements for admission to the School of Nursing Master's Level (APL, NUeD, HUI double-degree, NP, and post-degree NP stream). The proposal was approved by Senate at its May 5, 2023 meeting.

**To approve revisions to the School of Exercise Science, Physical and Health Education undergraduate transfer admission requirements**

At its April meeting, the committee reviewed and approved a proposal from the Associate Dean, Faculty of Education, and the Chair, School of Exercise Science, Physical and Health Education, to revise the requirements for admission to the Year 2 School of Exercise Science, Physical and Health Education, Recreation and Health Education (RHED) and Kinesiology (KINE). The proposal was approved by Senate at its May 5, 2023 meeting.

**To approve the requirements for admission and transfer to the Bachelor of Arts in Indigenous Proficiency**

At its April meeting, the committee reviewed and approved a proposal from the Associate Dean, Faculty of Education, and the Indigenous Language Programs Manager, on the proposed requirements for admission and transfer to the Bachelor of Arts in Indigenous Proficiency. The proposal was approved by Senate at its May 5, 2023 meeting.

### **Continued Projects in 2022/23**

#### **Annual Review of Grading Patterns Report**

At its December meeting, reviewed the 2021/22 report.

#### **Aegrotat Grade Notation**

At its September, November meetings, the committee began to review the various definitions regarding the university's Aegrotat grade notation.

#### **Academic Integrity Policy**

Throughout the academic year, the committee received updates and proposed revisions to sections of the policy.

#### **Revisions to the Examination Cancellation Policy – Undergraduate Academic Calendar**

At its May meeting, the committee began to review a proposal for revisions to the Examination Cancellation Policy. A final proposal would be brought to the committee in the Fall 2023 for approval and recommendation to Senate.

#### **Provided Feedback from Other Areas:**

At its November meeting, the committee provided feedback on proposed revisions to the Policy for the Establishment of Certificate and Diplomas (AC1135), and the proposed delegation governance process outlined in revisions to the Terms of Reference for the Senate Committee on Planning.

At its December meeting, the committee provided feedback to the Associate Deans of the Faculties of Humanities and Social Sciences on a proposal to establish consistency regarding a notation on the transcript as faculties currently have different procedures and criteria surrounding their Dean's list calculation.

At its December meeting, committee members provided feedback to the Chair of the Department of English and the Acting Director of the Academic and Technical Writing Program on the academic writing requirement.

Throughout the academic year, the committee reviewed a proposal from the Faculty of Science to waive 7.5 units of UVic residency requirements in Chemistry for Medical Sciences BSc for graduates of Selkirk College Rural Pre-Medicine Program. After numerous discussions, the committee suggested that the faculty look at other options which could be supported through the Office of the Vice-President Academic and Provost.

At its October and January meetings, the committee reviewed a proposal from the School of Nursing to waive 3.0 units of the residency requirement for the BSN Nursing Program. After discussions, the Committee encouraged the BSN Nursing Program re-examine the program design and curriculum course weighting to find a solution to the limitations of transfer credit agreement with the partner colleges, noting that the Associate Vice-President Academic Planning was available for consultation.



Respectfully submitted,

**2023/2024 Senate Committee on Academic Standards**

Yasmine Kandil (Chair), Faculty of Fine Arts  
Elizabeth Adjin-Tettey, Associate Vice-President Academic and Planning  
Hōkūlani Aikau, Faculty of Human and Social Development  
Chekwube Anyaegbunam, Student Senator  
Ashley Burridge de Moscoso, Acting Associate Registrar  
Dennine Dudley, President's nominee  
Jade Fischer, GSS representative  
Andrea Giles, Executive Director, Coop Education and Career Services  
Rob Hancock, Faculty of Social Sciences  
Tim Haskett, Faculty of Humanities  
Julio Navarro, Faculty of Science  
Andrew Newcombe, Faculty of Law  
Sorin Rizeanu, Peter B. Gustavson School of Business  
Tim Pelton, Faculty of Education  
Cleo Philp, UVSS representative  
David Scoones, Acting Associate Dean, Academic Advising (Faculties of SCIE, SOSC and HUM)  
Yang Shi, Faculty of Engineering and Computer Science  
Dani Stinson, Faculty of Graduate Studies  
Nathaniel Sukhdeo, Student Senator  
Wendy Taylor, Acting Registrar  
Laura Vizina, Division of Continuing Studies  
Alivia Wang, Convocation Senator  
Ada Saab (Secretary), Associate University Secretary

**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  
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  
Sabrina Jackson, Associate Registrar  
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  
Dani 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:** September 22, 2023  
**To:** Senate  
**From:** Senate Committee on Agenda and Governance  
**Re:** **Appointments to the 2023/2024 Senate standing committees**

The Senate Committee on Agenda and Governance nominations sub-committee met on September 22, 2023 to consider an appointments to the 2023/2024 Senate standing committees. The proposed new appointments are bolded in the attached document.

**Recommended Motion**

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

Respectfully submitted,

**2023/2024 Senate Committee on Agenda and Governance**

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

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

Carrie Andersen, University Secretary

Elizabeth Croft, Vice-President Academic and Provost

Benjamin Fyfe, Student Senator\*

Mark Laidlaw, Faculty of Science

Martha McGinnis, Faculty of Graduate Studies

Phalguni Mukhopadhyaya, Faculty of Engineering and Computer Science\*

Joseph Salem, Faculty of Fine Arts

Alivia Wang, Convocation Senator

Lara Wilson, Library, Special Collections, University Archives\*

Ada Saab (Secretary), Associate University Secretary\*

Kathy MacDonald, (Recording Secretary), Senator Coordinator\*

\*members of the Nominations Sub-committee

/attachment



2023- 2024 Senate Committees

Senate Committee on Academic Standards

Name	Faculty or Department	Term
Yasmine Kandil (S) (Chair)	Fine Arts	2025 (2019)
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)
Sorin Rizeau (NS)	Peter B. Gustavson School of Business	2026 (2020)
<b>Laura Vizina (NS)</b>	<b>Continuing Studies</b>	<b>2026 (2023)</b>
Tim Pelton (NS)	Education	2025 (2022)
Yang Shi (NS)	Engineering and Computer Science	2026 (2022)
Hökūlani Aikau (S)	Human & Social Development	2026 (2023)
Vacancy	Medical Sciences	2026 (2023)
Chekwube Anyaegbunam (S)	Student Senator	2024 (2023)
Nathaniel Sukhdeo (S)	Student Senator	2024 (2023)
<b>Cleo Philp (NS)</b>	<b>Student Representative (UVSS)</b>	<b>2024 (2023)</b>
<b>Jade Fischer (NS)</b>	<b>Student Representative (GSS)</b>	<b>2024 (2023)</b>
Alivia Wang (S)	Convocation Senator	2024 (2021)
<b>Stephen Evans (NS)</b>	<b>Vice-President Academic and Provost's designate</b>	<b>(ex officio)</b>
<b>Dennine Dudley (NS)</b>	<b>President's nominee</b>	<b>(ex officio)</b>
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 de Moscoso (NS)	Acting Associate Registrar	(ex officio)
Diana Varela (NS) <i>(David Scoones will be replacing Diana while she is on leave July 1, 2023 – December 31, 2023)</i>	<b>Associate Dean Academic Advising (Faculties of Science, Social Sciences and Humanities)</b>	<b>(ex officio)</b>
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
Stuart MacDonald (NS) (Chair)	Social Sciences	2025 (2019)
Erin Kelly (S) (Vice-Chair)	Humanities	2026 (2020)
Rana El-Sabaawi (NS)	Science	2025 (2022)
Shemine Gulamhusein (NS)	Human & Social Development	2025 (2022)
Vacancy	Engineering & Computer Science	2026 (2023)
Carmen Galang (NS)	Business	2026 (2020)
Vacancy	Fine Arts	2026 (2023)
Vacancy	Education	2026 (2023)
Daniela Sirois Ennis (S)	Student Senator	2024 (2023)
<b>Sophie Pavlik (S)</b>	<b>Student Senator</b>	<b>2024 (2023)</b>
<b>Khushi Wadhwa (NS)</b>	<b>Student Representative (UVSS)</b>	<b>2024 (2023)</b>
<b>Viviana Pitton (NS)</b>	<b>President's nominee</b>	<b>(ex officio)</b>
Diana Varela (NS) <i>(David Scoones replacing Diana while she is on leave July 1, 2023 – December 31, 2023)</i>	<b>Associate Dean Academic Advising (Faculties of Science, Social Sciences and Humanities)</b>	<b>(ex officio)</b>
Trisha Best (NS)	Director or equivalent of International Centre for Students	(ex officio)
Vacancy	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)
Zane Robison (Secretary)	Associate Registrar	
Tatiana Percival (Recording Secretary)	Undergraduate Admissions and Records	

(S) – Senator  
(NS) – non Senator

Senate Committee on Appeals

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

(S) – Senator  
(NS) – non Senator

Senate Committee on Awards

Name	Faculty or Department	Term
Maureen Ryan (NS) (Chair)	Human & Social Development	2024 (2021)
Rishi Gupta (S)	Engineering and Computer Science	2025 (2022)
Sudhir Nair (S)	Peter Gustavson School of Business	2025 (2022)
CindyAnn Rose-Redwood (S)	Social Sciences	2026 (2023)
Leslee Francis Pelton (NS)	Graduate Studies	2024 (2021)
Alyssa Manankil (NS)	Alumni Association	2024 (2021)
Justin Salinas (S)	Student Senator	2024 (2023)
<b>Sarah Roberts (NS)</b>	<b>Student Representative (GSS)</b>	<b>2024 (2023)</b>
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)
Vacancy	President or nominee	(ex officio)
Lori Hunter (NS)	Director, Student Awards and Financial Aid	(ex officio)
Amanda Thornborough (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)
Vacancy	Peter B. Gustavson School of Business	2026 (2023)
Monica Prendergast (S)	Education	2026 (2023)
Vacancy	Engineering and Computer Science	2026 (2023)
<b>Alexis Luko (NS)</b>	<b>Fine Arts</b>	<b>2026 (2023)</b>
Doug Magnuson (NS)	Human & Social Development	2025 (2022)
Li-Shih Huang (S)	Humanities	2024 (2021)
Mark Gillen (NS)	Law	2024 (2018)
<b>Chris Eagle (S)</b>	<b>Science</b>	<b>2026 (2023)</b>
Helen Kurki (NS)	Social Sciences	2025 (2022)
Sophie Pavlik (S)	Student Senator	2024 (2023)
<b>Jeffrey Bruton (NS)</b>	<b>Student Representative (GSS)</b>	<b>2024 (2023)</b>
Vacancy (NS)	Student Representative from diploma or certificate program in Continuing Studies	2024 (2023)
Natasha Thambirajah (NS)	Alumni Association	2025 (2022)
Anaïs Holdaway (S)	Convocation Senator	2024 (2023)
<b>Dzifa Dordunoo (NS)</b>	<b>President's nominee</b>	<b>(ex officio)</b>
Elizabeth Adjin-Tettey (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)
<b>Gary MacGillivray (NS) (Vice-Chair)</b>	<b>Vice-President Academic and Provost's designate</b>	<b>(ex officio)</b>
Chris Graham (NS)	Peter B. Gustavson School of Business	(ex officio)
Leslee Francis Pelton (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)
<b>Chris Eagle (S)</b>	<b>President's nominee</b>	<b>(ex officio)</b>
Yasmine Kandil (S)	Chair, Senate Committee on Academic Standards	(ex officio)
Nathaniel Sukhdeo (S)	Student Senator from the Senate Committee on Academic Standards	(ex officio)
Sara Henderson (NS)	Acting Calendar Coordinator	(ex officio)
<b>Chelsey Evans (NS)</b>	<b>Executive Director's designate, Cooperative Education and Career Services</b>	<b>(ex officio)</b>
Wendy Taylor (NS)	Acting Registrar	(ex officio)
Ashley Burrige de Moscoso (NS)	A/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)
Kieka Mynhardt (NS)	Science	2024 (2018)
Denise Cloutier (NS)	Social Sciences	2024 (2020)
Jonathan Bengtson (S)	University Librarian	2025 (2022)
Elena Pnevmonidou (NS)	Humanities	2025 (2019)
Vacancy	Human and Social Development	2026 (2023)
Sara Humphreys (S)	Humanities	2026 (2020)
Sophie Pavlik (S)	Student Senator	2024 (2023)
<b>Vicki Manuel (NS)</b>	<b>Alumni Association</b>	<b>2026 (2023)</b>
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
Alexandra D’Arcy (NS) (Chair)	Humanities	2024 (2021)
Michael McGuire (NS)	Engineering and Computer Science	2024 (2018)
Erin Campbell (S)	Fine Arts	2026 (2020)
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)
Vacancy	Education	2026 (2023)
Sean Hier (S)	Social Sciences	2024 (2021)
Anastasia Mallidou (S)	Human & Social Development	2026 (2023)
Deborah Curran (S)	Law	2025 (2022)
Vacancy	Medical Sciences	2026 (2023)
Travis Martin (S)	Science	2026 (2023)
Hannah Brown (S)	Student Senator	2024 (2023)
Emily Wang (S)	Student Senator	2024 (2023)
<b>Lane O’Hara Cooke (NS)</b>	<b>Student Representative (UVSS)</b>	<b>2024 (2023)</b>
<b>Bunni Williams (NS)</b>	<b>Student Representative (UVSS)</b>	<b>2024 (2023)</b>
<b>Nahid Pourdolat Safari (NS)</b>	<b>Student Representative (GSS)</b>	<b>2024 (2023)</b>
<b>Saeed Revani (NS)</b>	<b>Alumni Association</b>	<b>2026 (2023)</b>
Matt Huculak (NS)	Library, (FALC)	2025 (2022)
Rebecca Warburton (S)	Convocation Senator	2024 (2021)
<b>Courtney Lundrigan (NS)</b>	<b>University Librarian’s designate</b>	<b>(ex officio)</b>
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)
Vacancy	Technology Integrated Learning Centre	(ex officio)
<b>Li-Shih Huang (S)</b>	<b>President’s nominee</b>	<b>(ex officio)</b>
Elizabeth Adjin-Tettey (NS)	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
Adrienne Boyarin (NS)	Humanities	2026 (2020)
Deborah Curran (S)	Law	2025 (2022)
Martha McGinnis (S)	Graduate Studies	2024 (2021)
Vacancy	Education	2026 (2023)
<b>Tatiana Shumilina (NS)</b>	<b>Continuing Studies</b>	<b>2026 (2023)</b>
<b>Lina Zhou (S)</b>	<b>Engineering and Computer Science</b>	<b>2026 (2023)</b>
<b>Danielle Geller (NS)</b>	<b>Fine Arts</b>	<b>2026 (2023)</b>
Brian Thom (NS)	Social Sciences	2025 (2022)
Vacancy	Peter B. Gustavson School of Business	2026 (2023)
Simon Minshall (S)	Human & Social Development	2025 (2022)
Vacancy	Medical Sciences	2026 (2023)
Vacancy	Science	2026 (2023)
Kelvin Lee (S)	Student Senator	2024 (2023)
<b>Samuel Fielder (NS)</b>	<b>Student Representative (GSS)</b>	<b>2024 (2023)</b>
Victor V. Ramraj (NS)	Representative of Council of Centre Directors	2024 (2021)
Vacancy	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)
Matthew Koch (S)	President's nominee	(ex officio)
Wency Lum (NS)	Chief Information Officer	(ex officio)
Jonathan Bengtson (S)	University Librarian	(ex officio)
Kaelan 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)	Associate Vice-President Academic Programs	(ex officio)
Jie Zhang (NS)	Peter B. Gustavson School of Business	2024 (2021)
Sandra Hundza (S)	Education	2025 (2022)
Vacancy	Humanities	2026 (2023)
Adam Con (NS)	Fine Arts	2025 (2019)
<b>Alexandrine Boudreault-Fournier (NS)</b>	<b>Social Sciences</b>	<b>2026 (2023)</b>
Maureen Ryan (NS)	Human & Social Development	2025 (2022)
Annalee Lepp (S)	Dean	2025 (2022)
Henning Struchtrup (S)	Engineering and Computer Science	2026 (2023)
Michelle Lawrence (NS)	Law	2024 (2021)
Alex Brolo (NS)	Science	2024 (2021)
Eva Baboula (NS)	Graduate Studies	2024 (2021)
Vacancy	Medical Sciences	2026 (2023)
<b>Tania Muir (NS)</b>	<b>Continuing Studies</b>	<b>2026 (2023)</b>
<b>Cole Kennedy (S)</b>	<b>Student Senator</b>	<b>2024 (2023)</b>
<b>Khushi Wadhwa (NS)</b>	<b>Student Representative (UVSS)</b>	<b>2024 (2023)</b>
<b>Jane Butterfield (NS)</b>	<b>President's nominee</b>	<b>(ex officio)</b>
Wendy Taylor (NS)	Acting Registrar	(ex officio)
Andrea Giles (NS)	Executive Director, Cooperative Education and Career Services	(ex officio)
<b>Kristen Semmens (NS)</b>	<b>Vice-President Academic and Provost's designate</b>	<b>(ex officio)</b>
<b>Cynthia Milton (NS)</b>	<b>Vice-President Research and Innovation or designate</b>	<b>(ex officio)</b>
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



**Date:** September 20, 2023  
**To:** Senate  
**From:** Senate Committee on Awards  
**Re:** **New and Revised Awards**

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The Senate Committee on Awards met on May 17, June 20, July 14, August 16 and September 11, 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:

- Hawkes-Little Graduate Scholarship\* (Revised)
- Maurie Jorre de St. Jorre Prize (Revised)
- Carfra Lawton LLP Scholarship (Revised)
- Law Foundation of B.C. Public Interest Award (Revised)
- Philip K. H. Wong Scholarship\* (Revised)
- Georgia Klap Award (Revised)
- Jack Howard Jackson Memorial Bursary (Revised)
- Marilyn McCrimmon Scholarship in Education\* (New)
- James H. Coward Award (Revised)
- Religion, Culture and Society Student Travel Enrichment Award (New)
- Loretta Warnsby Memorial Award in Law\* (New)
- Inez St. Dennis Memorial Music Education Service Award (New)
- Kris and Pushpa Tangri Memorial Bursary in Theatre\* (New)
- Sara Spencer Foundation Graduate Scholarship\* (Revised)
- Stephen Canning Memorial Scholarship\* (Revised)
- Birdwood Fund Award\* (New)
- Kenneth L. Avio Honours Prize (Revised)
- Victoria Korean Presbyterian Church Award (New)
- Colin Jones Prize in Canadian Public Policy (Revised)
- Leonard Laudadio Prize in Environmental Economics (Revised)
- TELUS Friendly Future Foundation Social Impact Bursary (New)
- Mackenzie Rigg Men's Soccer Award\* (Revised)
- Working for a Better World Award (Revised)
- Audain Travel Award (Revised)
- Andreas Antoniou Medal for Digital Signal Processing (Revised)
- Muriel Ford Memorial Bursary\* (Revised)
- Y.P. Heung Foundation Post-Secondary Scholarship (New)
- Coastal Climate Solutions Leaders Graduate Scholarship\* (New)
- J. Prospero Scholarship for Sustainable Mining (Revised)

- Peter Liddell Award in Humanities Computing\* (Revised)
- Vancouver Island Trails Information Society Scholarship (Revised)
- Derrick and Gwen Mallard Scholarship in Environmental Protection\* (Revised)
- Ferguson Graduate Research Award in Digital Health (Revised)
- WIN Self-Sufficiency Bursary (Revised)
- Vicky Husband Scholarship\* (Revised)
- Marilynne Convey Scholarship\* (Revised)
- UVic Retirees Association Award\* (Revised)
- Elaine Gallagher Award\* (Revised)
- Alice Lou-Poy Graduate Scholarship\* (Revised)
- Neena Chappell Scholarship\* (Revised)
- Dr. David Chuenyan Lai Scholarship\* (Revised)
- Empresa Properties Vikes Cross Country & Track Award\* (Revised)
- Stacey Reginald Ball Prize\* (Revised)
- Lucas Main Elevator Award (New)
- Orca Book Publishers Student Mobility Award in Teacher Education (Revised)
- VicFounders Award (New)
- Dr. Jean Downie Dey Student Mobility Award\* (Revised)
- Barry Chow Vikes Basketball Award\* (New)
- Marion Cassels Memorial Indigenous Athletics Award\* (New)
- Lynne Duncan Scholarship in Public Administration\* (New)
- Hilda Shilliday Nursing Award (New)
- Victoria Canada-China Friendship Association Scholarship\* (Revised)
- Myrna and Terry Daniels Award in Indigenous Education\* (Revised)
- University of Victoria Youth in Care Award (Revised)

*\* Administered by the University of Victoria Foundation*

Respectfully submitted,

**2023/2024 Senate Committee on Awards**

Maureen Ryan (Chair), Human and Social Development

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

Alyssa Manankil-Lakusta, Alumni Association Representative

Sudhir Nair, Peter B. Gustavson School of Business

Donja Roberts, Faculty of Graduate Studies

CindyAnn Rose-Redwood, Faculty of Social Sciences

Justin Salinas, Student Senator

Wendy Taylor, Office of the Registrar

Sarah Roberts, GSS Representative

Amanda Thornborough (Recording Secretary), Student Awards and Financial Aid

## **Appendix 1**

### **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 Student Awards and Financial Aid (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.

### **Bursaries**

Bursaries are non-repayable financial assistance awarded on the basis of financial need and satisfactory academic standing. There may be additional selection criteria specified in the terms of reference, but financial need is the primary selection criteria.

Detailed information about the online bursary application process is available on the SAFA [website](#).

## Appendix 2

### Terms for New and Revised Awards

Additions are underlined

Deletions are ~~struck through~~

#### **Hawkes-Little Graduate Scholarship\* (Revised)**

One or more scholarships are awarded to academically outstanding graduate students whose research focuses on maritime interests in the Pacific Northwest. Preference is given to studies and/or research on living marine resources in such fields as history, biology, microbiology, biochemistry, oceanography or habitat. Applicants must submit a description of their research (max 350 words).

Approval of the recipient(s) will be made by the Faculty of Graduate Studies Graduate Awards Committee.

~~A scholarship of \$500 is awarded to an outstanding graduate student in the School of Public Administration who receives the top mark in either ADMIN 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 \$500 is awarded to an outstanding graduate student in the School of Public Administration who receives the top mark in either ADMIN 502A, ADMN 557 or CD 505.

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.

~~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.~~

#### **Carfra Lawton LLP Scholarship (Revised)**

An award of \$2,000 ~~\$1,000~~ is given to a student in the Faculty of Law who has completed course work in Insurance Law or Civil Procedure and demonstrates an aptitude for or interest in practicing law in either of those areas.



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

**Law Foundation of B.C. Public Interest Award (Revised)**

Nine awards of ~~\$5,000~~ \$5,750 are given to continuing or graduating undergraduate students in the Faculty of Law who have demonstrated commitment to public interest, combined with high academic achievement.

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

**Philip K. H. Wong Scholarship\* (Revised)**

A scholarship of ~~at least \$500~~ is awarded to an academically outstanding graduate student in the Department of Pacific and Asian Studies a Masters or PhD program whose research is related to China or Overseas Chinese. If no graduate student is eligible for this scholarship, the scholarship is awarded an award of \$100 may be given to an academically outstanding undergraduate student who has completed at least 3 courses on China and/or Overseas Chinese. ~~Approval of the recipient~~ If a graduate student receives the award, approval will be made by either the Faculty of Graduate Studies Graduate Awards Committee or upon the recommendation of the Department of Pacific and Asian Studies. ~~If an undergraduate student receives the award, approval will be made by the Senate Committee on Awards upon the recommendation of the Department of Pacific and Asian Studies.~~

**Georgia Klap Award\* (Revised)**

One or more awards are given to students who are entering the third or fourth year of a declared Major in Environmental Studies or students in the Restoration of Natural Systems Diploma program. Preference will be given to students who are entering a field school or field course. A letter of application must be submitted to the School of Environmental Studies by May 31st ~~March 31st~~ demonstrating a commitment to environmental and social change, a passion for experiential learning and a passion for sharing these interests and values with others. Nominations will be made by the School of Environmental Studies.

Approval of the recipient(s) will be made by the Senate Committee on Awards upon the recommendation of the School of Environmental Studies.

**Jack Howard Jackson Memorial Bursary (Revised)**

One or more bursaries are awarded to undergraduate or graduate ~~Canadian-born~~ Indigenous students with Canadian citizenship who are enrolled in the Faculty of Science, Faculty of Engineering & Computer Science, School of Nursing, School of Health Information Science, Department of Psychology or the Division of Medical Science.

**Marilyn McCrimmon Scholarship in Education\* (New)**

A scholarship is awarded to a Masters student enrolled in the second year of Counselling Psychology, Educational Psychology or Leadership Studies in the Faculty of Education. Preference will be given to:

- students with financial need
- students enrolled in an internship or co-op

Part-time students (minimum 1.5 units per term) are eligible for this award. Approval of the recipient will be made the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the Faculty of Education.

**James H. Coward Award\* (Revised)**

An award is given to an undergraduate student in the School of Health Information Science to assist with expenses associated with participating in a co-op work term. Preference will be given to a student taking an international work term. Applications and further information can be obtained from the School of Health Information Science. Applications must be submitted by June 30<sup>th</sup> to the School of Health Information Science.

Approval of the recipient will be made by the Senate Committee on Awards upon the recommendation of the School of Health Information Science.

**Religion, Culture and Society Student Travel Enrichment Award (New)**

One or more awards, to a maximum of \$1,000 each, are given to undergraduate students enrolled in the Religion, Culture and Society Program in the Faculty of Humanities to assist with expenses associated with study abroad, exchanges, field schools, or research.

Students must submit a budget for the amount requested (maximum \$1,000), a statement of no more than 350 words describing the purpose of the travel and its relevance to the student's program of study and one letter of support from an instructor familiar with the student's academic work. The deadline for applications is March 1 (for summer travel) and June 1st (for fall or winter travel). All application materials should be addressed and submitted to the Director, Religion, Culture and Society Program, Faculty of Humanities. Approval of the recipient(s) will be made by the Senate Committee on Awards upon the recommendation of the Faculty of Humanities.

**Loretta Warnsby Memorial Award in Law\* (New)**

An award is given to a Canadian-born Indigenous undergraduate student with a learning disability in the JD or JD/JID program in the Faculty of Law. Preference is for a student with demonstrated financial need. Approval of the recipient will be made by the Senate Committee on Awards upon the recommendation of the Faculty of Law.

**Inez St. Dennis Memorial Music Education Service Award (New)**

One or more awards are given to undergraduate students in the School of Music with a major in Music Education who demonstrate an exceptional record of service in Music Education. Students with a GPA of 5.0 and above are eligible. Approval of the recipients will be made by the Senate Committee on Awards upon the recommendation of the School of Music.

**Kris and Pushpa Tangri Memorial Bursary in Theatre\* (New)**

One or more bursaries are awarded to undergraduate or graduate students entering or continuing in the Department of Theatre.

**Sara Spencer Foundation Graduate Awards Scholarship\* (Revised)**

One or more scholarships, to a maximum of \$3,000 each, are awarded to academically outstanding graduate students who are doing research in applied Social Sciences focusing on cultural, environmental or social studies within/encompassing the Capital Regional District (CRD). The scholarship is meant to assist with the costs of research. Students must submit an outline of their research project, a CV and a letter in support of their research from their graduate supervisor/advisor. Students apply via the online application in the spring term. Selection of the recipients will be made by the Faculty of Graduate Studies Graduate Awards Committee.

The CRD is defined as Victoria, Saanich, Esquimalt, Oak Bay, View Royal, Colwood, Langford, Highlands, Metchosin, Sooke, Central Saanich, North Saanich, Sidney, and the Juan de Fuca Electoral Area, the Salt Spring Island Electoral Area and the Southern Gulf Islands Electoral Area. The traditional territories of many First Nations span portions of the region and 11 of those Nations hold reserve lands throughout the capital region. These awards are intended to encourage social scientists in cultural, environmental, and social studies, with particular reference to the Capital Regional District. The proceeds of this fund are used to provide individual awards in amounts up to a maximum of \$3,000 to superior students, to assist with the costs of research in the applied areas of the social sciences. The award is normally only given to support research which is directly related to the student's thesis or dissertation and has been approved by the student's supervisory committee.

**Stephen Canning Memorial Scholarship\* (Revised)**

One or more scholarships are awarded to students who have achieved academic excellence and are entering 3rd or 4th year of a declared major in Environmental Studies or Writing or to students in the Restoration of Natural Systems Diploma program. A letter of application must be submitted by ~~April 30~~ May 31st to the School of Environmental Studies illustrating a record of service and commitment to nature as well as a passion for communicating these interests and values.

Approval of the recipient(s) will be made by the Senate Committee on Awards upon the recommendation of the School of Environmental Studies.

**Birdwood Fund Award\* (New)**

One or more awards are given to Canadian-born Indigenous undergraduate students in the Faculty of Human and Social Development or the Faculty of Social Sciences who have demonstrated financial need. The award will be given on a rotating basis, beginning with the Faculty of Human and Social Development.

Approval of the recipient(s) will be made by the Senate Committee on Awards upon the recommendation of either the Faculty of Human and Social Development or the Faculty of Social Sciences.

**Kenneth L. Avio Honours Prize (Revised)**

A prize of \$200 ~~\$100~~ is awarded to the undergraduate student in the Department of Economics for the most outstanding honours thesis. Approval of the recipient will be made by the Senate Committee on Awards upon the recommendation of the Department of Economics.

**Victoria Korean Presbyterian Church Award (New)**

One or more awards are given to Canadian-born Indigenous undergraduate students entering or continuing at UVic, with a preference for students with demonstrated financial need. Students with a GPA of 3.0 and above are eligible.

**Colin Jones Prize in Canadian Public Policy (Revised)**

A prize of \$200 ~~\$100~~ is awarded to the student in the Department of Economics for academic excellence in the study of Canadian public policy.

**Leonard Laudadio Prize in Environmental (Revised)**

A prize of ~~\$100~~ \$200 is awarded to the student in the Department of Economics for academic excellence in the study of environmental economics.

**TELUS Friendly Future Foundation Social Impact Bursary (New)**

One or more bursaries are awarded to undergraduate students entering or continuing at the University of Victoria who are Canadian citizens or permanent residents.

**Mackenzie Rigg Men's Soccer Award\* (Revised)**

~~The One or more awards are~~ is given to an undergraduate or and graduate students who participates in the Vikes Men's Soccer program at the University of Victoria. Eligible students must meet all U SPORTS eligibility requirements. The successful award recipient will be a student athlete who best exemplifies Mackenzie's greatest qualities including: a strong work ethic and commitment to both Vikes Soccer and to the greater Varsity community at UVic, the demonstration of a positive attitude, the natural ability to lead, and a dedication to a strong and supportive team culture. The award recipient will be determined by the Varsity Head Coach, in consultation with the Senior Director, Wellness, Recreation and Athletics and the Director, Varsity Performance Sport. Award recipients will be selected on the basis of work ethic, commitment and performance criteria by the Senior Director of Athletics and Recreation in consultation with the Varsity Head Coach and the Director, Varsity Performance Sport.

**Working for a Better World Award (Revised)**

One or more awards of up to \$8,000 each will be given to an undergraduate student in the Bachelor of Commerce program who has secured an approved Working for a Better World designated co-op term (Fall, Spring or Summer). The Working for a Better World awards are intended to create opportunities for students to complete a co-op term with an organization that is contributing to social and/or environmental impact and who would normally be unable to fund the co-op through other means. The position must involve a high degree of social and/or environmental impact and the student must utilize their business knowledge and acumen to add value to the organization. Part-time co-ops and part-time students (registered in a minimum of 4.5 units per term) are eligible for this opportunity. Recipients travelling to an international location for the co-op opportunity may be eligible for up to \$2,000 in additional funding to assist with travel expenses. Students who apply to a Working For a Better World Co-op opportunity will automatically be considered for this award. Approval of the recipient will be made by the Senate Committee on Awards upon the recommendation of the Peter B. Gustavson School of Business. Successful recipients must be willing to take part in the Working for a Better World Scholars network and be featured in the School's promotional material (photo and story).

**Audain Travel Award (Revised)**

One award of \$7,500 will be given to a full-time undergraduate or graduate student in the Department of Visual Arts to enhance the student learning experience through travel or project/research costs in support of broadening the student's knowledge of historical and contemporary art. This activity may include, but not be limited to travel, accommodation, admission fees to museums, galleries, etc, and/or participation in exhibitions, performances, workshops or presentations. Preference is given to students who are using the fund for travel.

Applications must include a brief description of their reason for travel (50 word max), a letter of endorsement from a faculty member, a budget detailing the cost of the travel and/or research project, and a resume of the student's work.

Approval of the recipient will be made by either the Senate Committee on Awards or the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the Department of Visual Arts. Application forms are available at the Department of Visual Arts office and must be submitted by August 15th ~~July 31~~.

**Andreas Antoniou Medal for Digital Signal Processing (Revised)**

A medal is awarded annually to the B.Eng. graduate with the highest graduating GPA in Electrical Engineering or Computer Engineering with specialization in Digital Signal Processing.

**Muriel Ford Memorial Bursary\* (Revised)**

A bursary of ~~\$3,000~~ ~~\$2,000~~ is awarded to a student in the School of Nursing who is supporting dependent children and who is entering the final year of the Bachelor of Science in Nursing program. Preference will be given to a student interested in community nursing or health promotion.

**Y.P. Heung Foundation Post-Secondary Scholarship (New)**

Five scholarships of \$5,000 each are awarded to academically outstanding undergraduate students entering the Faculty of Science, the Faculty of Humanities or the Faculty of Social Sciences at the University of Victoria who are Canadian citizens or permanent residents. Preference is given to students who demonstrate financial need and/or are actively involved in community service. Applicants wanting to demonstrate community involvement must submit a letter of support (max 350 words) outlining their community service from a community group or a secondary school teacher or adviser. Preference is for at least one recipient to be a Canadian-born Indigenous student.

**Coastal Climate Solutions Leaders Graduate Scholarship\* (New)**

One or more scholarships, of at least \$2,000 each, are awarded to academically outstanding graduate students registered in the Coastal Climate Solutions Leaders program. Preference will be given to students with financial need. If no students meet these criteria, the scholarship will be awarded to graduate student(s) in the Faculty of Science who are undertaking research in climate science, with preference in climate change solutions or climate action and with further preference for students with financial need.

Approval of the recipient(s) will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation from the Coastal Climate Solution Leaders Management Committee. A student may only receive this award once.

**J. Prospero Scholarship for Sustainable Mining (Revised)**

A scholarship of \$1,000 is awarded to an academically outstanding woman undergraduate student entering third or fourth year in either the Department of Economics, School of Environmental Studies, ~~or~~ the Department of Geography, the Department of Anthropology, or the Department of Political Science. ~~with an interest in pursuing a career in the mining industry.~~ Preference is for students whose academic research (Honours Thesis/JCURA under the guidance of a faculty member) could have application to the improvement of ~~seeks to improve~~ the environmental and social performance of the mining industry. ~~Applicants must~~

~~submit a one page summary of their research.~~ Further preference is given to Indigenous women students and people of colour.

Applications must be submitted to the Dean of Social Sciences office by April 30<sup>th</sup>. Approval of the recipients will be made by the Senate Committee on Awards based on the recommendation of the Faculty of Social Sciences.

**Peter Liddell Award in Humanities Computing\* (Revised)**

One or more awards, of at least \$1,000 each, are given to undergraduate students in third or fourth year or graduate students in the Faculty of Humanities who have completed a project within the context of a Humanities course or research project that makes a significant creative or innovative contribution to humanities computing. Individual and team projects are eligible. In the case of a team project, the award will be divided equally among team members. For teams of undergraduate students, a majority of the students must be in fourth year. Graduating and part-time students (minimum 1.5 units for graduate students and registered in a minimum of 6.0 units for credit in two terms for undergraduate students) are eligible.

Examples of project types include but are not limited to:

1. an on-line edition of a text demonstrating appropriate use of technology,
2. a website in lieu of a term paper,
3. text analysis research answering a research question,
4. novel applications of existing technology to a humanities research question.

Winning projects must fulfill the following criteria:

1. the project must be done as part of a Humanities course or research project,
2. the project must have a faculty sponsor,
3. the project must be complete and working rather than a work-in-progress. Designs do not qualify,
4. the electronic interface must function properly,
5. the interface must be visually attractive, and
6. the project must demonstrate sound principles with regard to accessibility and digital humanities practice.

If the submission is a creative project, the student must submit documentation addressing 1) what research question is being addressed and 2) how the project contributes to Humanities computing.

Applications must be submitted to humsassistant@uvic.ca by March 31<sup>st</sup>. If the deadline falls on a weekend, the application is due the following Monday.

Approval of the undergraduate recipients will be made by the Senate Committee on Awards upon the recommendation of the Dean of the Faculty of Humanities. Approval of the graduate recipients will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the Dean of the Faculty of Humanities.

**Vancouver Island Trails Information Society Scholarship (Revised)**

One or more scholarships are awarded to academically outstanding undergraduate students entering third or fourth year, in a declared Major or Minor, in Environmental Studies, who has completed ES 470, Advanced Field Study, the previous summer or winter session. Applicants must submit a one page letter outlining how the materials and teachings from ES

470 will assist in their future careers. This letter must be received by the School of Environmental Studies by May 31st ~~September 30th~~. This award may be awarded to a graduating student.

**Derrick and Gwen Mallard Scholarship in Environmental Protection\* (Revised)**

A scholarship of \$1000 is awarded to a student in a major/minor program in Environmental Studies with a record of contribution to the protection of the environment. A letter of application must be submitted to the School of Environmental Studies by May 31st demonstrating a commitment to environmental protection. ~~Application required through the School of Environmental Studies by April 30.~~ Approval of the recipient will be made by the Senate Committee on Awards upon the recommendation of the School of Environmental Studies.

**Ferguson Graduate Research Award in Digital Health (Revised)**

An award of \$10,000 is given to an academically outstanding graduate student, with preference to a PhD student, whose research is in the area of digital health innovations and applications (e.g., well-being, cognition, physical activity), and who is ~~working~~ affiliated with the Institute on Aging and Lifelong Health. Students must apply to the Institute on Aging and Lifelong Health. Selection of the recipient will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the Institute on Aging and Lifelong Health.

**WIN Self-Sufficiency Bursary (Revised)**

One or more bursaries are ~~A bursary of \$500 is awarded to~~ Canadian-born Indigenous students a female First Nations student in the School of Social Work who identify as women, trans, non-binary or Two Spirit.

**Vicky Husband Scholarship\* (Revised)**

A scholarship is awarded to a student in a major/minor program in the School of Environmental Studies who has a record of outstanding contributions to the volunteer sector of environmental work. Students must apply through the school of Environmental Studies by May 31st ~~April 30~~.

Approval of the recipient will be made by the Senate Committee on Awards upon the recommendation of the School of Environmental Studies.

**Marilynne Convey Scholarship\* (Revised)**

One or more scholarships are awarded to academically outstanding undergraduate or graduate students in the field of gerontology or students conducting clinical or applied research designed to improve care for the elderly and who are affiliated with the Institute of Aging and Lifelong Health (IALH). Preference will be given to students with financial need and who have demonstrated volunteerism in the community. Students must submit a letter (maximum 350 words) from a volunteer organization outlining their contributions. The scholarship will alternate between graduate and undergraduate students.

Undergraduate students apply via the online application by May 31st and graduate students apply ~~by June 1st~~ to the ~~Office of the~~ Institute of on Aging and Lifelong Health. Approval of the recipient(s) will be made by the Senate Committee on Awards or the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the Institute ~~of~~ on Aging and Lifelong Health.

**UVic Retirees Association Award\* (Revised)**

Two awards of at least \$1,000 each are given to academically outstanding graduate students, with preference to PhD students, whose area of study is focused on adults aged 55+ and who are ~~working~~ affiliated with the Institute on Aging and Lifelong Health. Selection of the recipients will be based on a statement that explains the intent and impact of their research (maximum 500 words). Preference will be given to a students who have received no other awards or whose total award funding in the academic year does not exceed \$5,000. Students must apply to the Institute on Aging and Lifelong Health. Approval of the recipients will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the Institute on Aging and Lifelong Health.

**Elaine Gallagher Award\* (Revised)**

One or more travel awards are given to outstanding graduate students doing research on aging who are presenting a paper or poster at a conference on aging and who are affiliated with the Institute on Aging and Lifelong Health. Students must apply to the Institute on Aging and Lifelong Health. Approval of the recipient(s) will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the ~~Director of~~ the Institute on Aging and Lifelong Health.

**Alice Lou-Poy Graduate Scholarship\* (Revised)**

One or more scholarships are awarded to outstanding graduate students conducting research on Alzheimer's and dementia ~~in the~~ and who are affiliated with the Institute on Aging and Lifelong Health (~~IALH~~). Students must apply to the Institute on Aging and Lifelong Health. Approval will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the ~~Director~~ Institute on Aging and Lifelong Health.

**Neena Chappell Scholarship\* (Revised)**

A scholarship is awarded to an outstanding graduate student doing research on aging who is affiliated with the Institute on Aging and Lifelong Health. Students must apply to the Institute on Aging and Lifelong Health. Approval will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the ~~Director of the~~ Institute on Aging and Lifelong Health.

**Dr. David Chuenyan Lai Scholarship\* (Revised)**

A scholarship is awarded to an outstanding graduate student doing research on aging and who is affiliated with the Institute on Aging and Lifelong Health and whose graduate thesis chair is also a research affiliate of the ~~Institute on Aging and Lifelong Health (IALH)~~. Students must apply to Institute on Aging and Lifelong Health. Approval of the recipient will be made by the Faculty of Graduate Studies Graduate Awards Committee upon the recommendation of the ~~Director of the~~ Institute on Aging and Lifelong Health after consultation with IALH researchers.

**Empresa Properties Vikes Cross Country & Track Award\* (Revised)**

~~One or more awards are~~ is given to an undergraduate students who competes on either the Vikes Men's or Women's Varsity Cross Country and Track 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 set by the Varsity Head Coach in consultation with the Senior Director, Wellness, Recreation and Athletics and the Director, Varsity Sport Performance.

Preference will be given to a student who meets at least one of the following criteria:



- Is involved in entrepreneurial endeavours
- Demonstrates leadership skills
- Has completed or is currently doing a co-op, internship or volunteering related to their academic studies
- Has an interest in working in the Real Estate Industry real estate industry

Applicants who meet one or more of the preferences must submit a letter (max 500 words) describing how they meet the criteria to the Head Coach by November 15.

#### **Stacey Reginald Ball Prize\* (Revised)**

One prize is awarded to an undergraduate student in the Faculty of Law who has achieved the top mark in the Employment Law course. ~~demonstrated exceptional academic excellence in individual employment law through a paper crafted in coursework or directed research. Should there be no suitable paper in an academic year, the Prize may be awarded to a student who has demonstrated exceptional academic excellence in a course involving individual employment law. This Prize may be awarded to a graduating student.~~ Approval of the recipient will be made by the Senate Committee on Awards upon the recommendation of the Faculty of Law. ~~This Prize may be awarded to a graduating student.~~

#### **Lucas Main Elevator Award (New)**

One or more awards are given to undergraduate or graduate students who are active members of either the Open or Women's Ultimate Club and who have demonstrated financial need. Students must also demonstrate a strong work ethic, commitment to the team, and spirit of the game. Applications must be submitted to a Head Coach by November 30<sup>th</sup>. Award recipients will be selected by the Senior Director, Wellness, Recreation and Athletics in consultation with the Head Coaches.

#### **Orca Book Publishers Student Mobility Award in Teacher Education (Revised)**

One or more awards are given to undergraduate students in the Faculty of Education Teacher Education program to enhance the student learning experience through, but not limited to, field schools, conferences, practicum placements, etc. The award will also assist students with the costs of travel and fees associated with their activity. Preference will be given to students in spring practicum placements. Application forms are available on the Faculty of Education's website and must be submitted by December 1st ~~May 31st~~. Applicants must submit a letter (max 350 words) outlining how they will use this award to enhance their learning experience and a budget (template provided).

Approval of the recipients will be made by the Senate Committee on Awards upon the recommendation of the Faculty of Education.

#### **VicFounders Award (New)**

An award is given to a third or fourth year Bachelor of Commerce student in the entrepreneurship specialization with demonstrated financial need. Preference is for students who are members of groups with historical and/or current barriers to equity, including, but not limited to:

- First Nations, Métis and Inuit peoples, and all other Indigenous peoples;
- members of groups that commonly experience discrimination due to race, ancestry, colour, religion and/or spiritual beliefs, or place of origin;
- persons with visible and/or invisible (physical and/or mental) disabilities; and
- persons of marginalized sexual orientations, gender identities, and gender expressions

Approval of the recipient will be made by the Senate Committee on Awards upon the recommendation of the Peter B. Gustavson School of Business. This award may go to graduating students.

**Dr. Jean Downie Dey Student Mobility Award\* (Revised)**

One or more awards are given to undergraduate students in the Faculty of Education to travel within Canada or internationally to attend or present at a conference, workshop or travel to support their studies. Application forms are available on the Faculty of Education's website and must be submitted by ~~December 1st~~ ~~May 31st~~ to the Associate Dean Undergraduate Programs, Faculty of Education. Approval of the recipient(s) will be made by the Senate Committee on Awards upon the recommendation of the Faculty of Education.

**Barry Chow Vikes Basketball Award\* (New)**

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

**Marion Cassels Memorial Indigenous Athletics Award\* (New)**

One or more awards of at least \$1,000 each are given to undergraduate Canadian-born Indigenous students who are student athletes. Preference will be given in the following order:

1. Students who have been identified as international caliber athletes by their national sport governing body.
2. Varsity athletes, competing on a UVic team. Eligible students must meet all U SPORTS eligibility requirements.
3. Students who participate in UVic Sport Clubs or UVic Intramurals Teams.
4. Students who participate, or have recently participated, in a recreational community team/group. This can include participation on a high school team or club, a team in a home community or a team in the Capital Regional District.

Applicants must submit a letter (max 300 words) identifying the category of athlete and detailing their current or recent sport participation and caliber/level of competition. Consideration will also be given to students currently participating in active, healthy living programs and activities. Part time students (minimum 4.5 units per term) are eligible.

Approval of the recipients will be made by the Senate Committee on Awards upon the recommendation of the Senior Director, Wellness, Recreation and Athletics in consultation with the Director, Varsity Performance Sport and will be selected on the basis of sporting achievement and participation.

**Lynne Duncan Scholarship in Public Administration\* (New)**

A scholarship is awarded to an academically outstanding woman graduate student in the School of Public Administration who has an undergraduate degree in Math, Economics, or Statistics. Preference will be given to a student with financial need and further preference is for entering students. Students 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.

### **Hilda Shilliday Nursing Award (New)**

One or more awards are given to continuing or transferring undergraduate students in the School of Nursing, with preference for students with financial need. Students registered in at least 4.5 units per term are eligible for this award. Approval of the recipient will be made by the Senate Committee on Awards upon the recommendation of the School of Nursing.

### **Victoria Canada-China Friendship Association Bursary Scholarship\* (Revised)**

~~A number of awards, which may vary annually, are available to students from the People's Republic of China. The students may be already attending graduate school at the University of Victoria or have been offered admission. The bursaries are for students attending on special authorization. These awards are intended to defray costs of special language courses required by students. They may also be used for other necessary courses or materials recommended for the students' programs by their supervisory committee.~~

One or more scholarships are awarded to academically outstanding graduate students from the People's Republic of China. Approval of the graduate recipients will be made by the Faculty of Graduate Studies Graduate Awards Committee.

### **Myrna and Terry Daniels Award in Indigenous Education\* (Revised)**

One or more awards of \$2,000 each are given to ~~Canadian-born~~ Indigenous undergraduate students in the Faculty of Education who are (in descending order of priority):

- entering or continuing in the Bachelor of Education in Indigenous Language Revitalization (BEd ILR) program,
- enroled in the Indigenous Education Post-Degree Professional Program (PDPP)
- enroled in the Diploma in Indigenous Language Revitalization program, or
- enroled in the Certificate in Indigenous Language Proficiency program,

~~Applicants must submit a statement (a maximum of 500 words) describing their interest in/aspiration to become a K-12 teacher. Part time students (registered in a minimum of 6.0 units for credit in two terms) are eligible. Preference will be given to students with demonstrated financial need. Approval of the recipients will be made by the Senate Committee on Awards upon the recommendation of the Faculty of Education.~~

### **University of Victoria Youth in Care Award (Revised)**

One or more awards are given to students in their first undergraduate degree program who are current or former youth in care. To be eligible for these awards, student must be demonstrate financial need and be residents of British Columbia, and were adopted through the B.C. Ministry of Children and Family Development (MCFD) or Indigenous Child and Family Service Agency (ICFSA); or formerly in the B.C. Ministry of Social Development and Poverty Reduction (SDRP) Child in Home of Relative Program; or formerly in any B.C. MCFD or ICFSA Legal Status (either while living in B.C. or while placed by MCFD or an ICFSA on an Interprovincial Placement Agreement [IPPA] at the time they turn(ed) 19 or for at least 12 months (consecutive or accumulated in any combination). Formerly in any Government of BC Ministry of Children and Family Development (MCFD) Legal Status or the Government of BC Ministry of Social Development and Poverty Reduction's Child in Home of Relative Program for at least twelve months (consecutive or accumulated in any combination). MCFD Legal Statuses refer to and include the following, consecutive or accumulated in any combination pursuant to the Child, Family and Community Service Act (the Act) regarding student eligibility for the University of Victoria Youth in Care Tuition Award:

Legal statuses include:

- **Continuing Custody Order** pursuant to sections 41 (1) (d), 42.2 (4) (d) or 42.2 (7) or 49 (4), 49 (5) or 49 (10) of the Act;
- **Temporary Custody Order** pursuant to sections 41 (1) (b) of the Act;
- **Special Needs Agreement** pursuant to section 7 of the Act;
- **Voluntary Care Agreement** pursuant to section 6 of the Act;
- **Youth Agreement** pursuant to section 6 of the Act;
- **Extended Family Plan** pursuant to section 8 of the Act;
- **Permanent Transfer of Custody Order** with person other than a parent pursuant to section 54.01 or 54.1 of the Act;
- **Temporary Transfer of Custody** pursuant to section 41(1)(b) of the Act;
- **Interim Custody Order with a Director** pursuant to section 35(2)(a);
- **Interim Custody Order with person other than a parent** pursuant to section 35(2)(a) of the Act;
- **Adoption;**
- **Under the Guardianship of a Director** pursuant to the Infants Act;
- **Under the Guardianship of a Director of adoption** under the Adoptions Act.

The award covers actual tuition costs and mandatory fees not covered by the BC Provincial Tuition Waiver Program for the terms required for completion of a first undergraduate degree. Eligible applicants may also receive funding to assist with the costs of books, supplies, and living expenses. Students who transfer to Uvic from a university or college to complete their first undergraduate degree and meet all eligibility criteria will be considered for the award. Applicants must submit the application form, including the Release of Information consent form required to confirm eligibility, to the Student Awards and Financial Aid office ~~by the application deadline of May 1<sup>st</sup>.~~



**Date:** August 18, 2023  
**From:** Senate Committee on Continuing Studies  
**Re:** **2022/23 Annual Report**

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

The Senate Committee on Continuing Studies met four times during the academic year: October 19, 2022, November 18, 2022, February 7, 2023 and March 14, 2023. All meetings were held remotely. The committee reviewed a number of academic programs and considered other issues over the course of the year, including:

- changes to the committee's terms of reference;
- the review of three diploma/certificate programs with approvals for the continued delivery for the next five years of: Ecological Restoration Professional Specialization Certificate, Environmental and Occupational Health Certificate and Public Relations Diploma
- approval to reduce elective credits from 13.5 to 10.5 in the Canadian Studies Diploma
- approval of one new program: Certificate in Transformative Climate Action

#### **Bullets of Major Issues:**

- **Terms of reference (October 19, 2022)**

The committee discussed and approved proposed changes to the terms of reference, which include: i) extending the review period for Senate-approved programs from three to five years; ii) reducing the total student representatives on the committee from four to three; iii) adding in a statement to advise Continuing Studies on academic issues as required and; iv) minor edits.

- **Ecological Restoration Professional Specialization Certificate (October 19, 2022)**

Miranda Angus, Director and Tusa Shea, Coordinator joined the meeting to present their report and answer questions. This certificate is a specialized program for professionals already working in the field. Even though it is a small program, it does net a positive return and serves an industry need. Expanding international marketing efforts has created more awareness and interest from learners in the United States.



Professional programs like this generally have a higher dormant rate as learners often skip a term or two due to work demands including fieldwork. Many of the courses were redesigned to reflect and incorporate Indigenous knowledge, and this work continues.

The committee approved the continued delivery of the Ecological Restoration Professional Specialization Certificate for another five years.

- **Canadian Studies Diploma revisit (November 18, 2022)**

Miranda Angus, Director joined the meeting to respond to any additional questions following the review of the memo. Further discussion regarding how course options are listed will be taken up with the Chair of the Senate Committee on Curriculum and the Acting AVP Academic Planning and reported back to the committee next meeting.

The committee approved the reduction in elective credits from 13.5 to 10.5 in the Canadian Studies Diploma program and to forward to the Senate Committee on Curriculum for approval.

- **Certificate in Transformative Climate Action (November 18, 2022)**

Miranda Angus, Director and Kara Shaw, Environmental Studies Faculty Advisor joined the meeting to respond to questions about the new proposed Certificate in Transformative Climate Action. This program will equip learners to engage effectively with the social, cultural, and political challenges of developing strategies for mitigating and adapting to climate change. It is a multi-disciplinary credit certificate designed in part to replace the Human Dimensions of Climate Change Certificate.

There is great need for a certificate like this that looks primarily at human behaviour, policies, and change. The proposed program includes two climate science electives and there is a plan to build science literacy skills into the curriculum.

There is strong market demand with local, provincial and federal governments for this type of program; it is a skillset people are looking for.

The committee approved the Certificate in Transformative Climate Action and the moving of it forward to the Senate Committee on Planning for approval.

- **Canadian Studies Diploma follow up (February 7, 2023)**

Miranda Angus, Director, advised the committee that she followed-up with the Chair of the Senate Committee on Curriculum and learned that there is no requirement to post a full list of courses in the calendar at this time and this is still in discussion. The division will follow any updated requirements, should this change.

- **Environmental and Occupational Health Certificate (February 7, 2023)**

Laura Vizina, Director, joined the meeting to share a summary of the program's history and additional learner data from the last three years, and to respond to questions. Three important highlights were:

- 1) A number of experienced instructors have stepped away from teaching as a result of the pandemic. In the past 18 months, 16 new instructors were hired and appointed to teach in the program. This has impacted staff workload as new instructors require more support, especially with curriculum revisions.
- 2) Three micro-credentials related to occupational health and safety have been launched as a direct response to BCRSP needs and industry demands.
- 3) Although not part of this review, the team has invested money to promote these micro-credentials in order to capture new professionals.

Following some discussion, the committee approved the continued delivery of the Environmental and Occupational Health Certificate for five (5) years with a report back to Committee within three (3) years regarding admission requirements, micro credentialing and opportunities for international learners and new immigrants.

- **Public Relations Diploma Program (March 14, 2023)**

Laura Vizina, Director and Tatiana Shumilina, Coordinator joined the committee to share some highlights regarding program timeline, current learners and demographics. This program is one of only four holding recognition of the Canadian Public Relations Society (CPRS) in Canada, and the only program running nationally that holds that certification. Following a recent student survey, staff are using results to better position the program and make improvements based on their feedback.

The committee inquired about opportunities for international learners, opportunities for laddering and enrollments. Following discussion the committee approved the continued delivery of the Public Relations Diploma Program for another five (5) years.

*Respectfully submitted,*

### **2023-24 Senate Committee on Continuing Studies**

Jo-Anne Clarke, (Chair), Division of Continuing Studies  
 Anaïs Holdaway, Convocation Senator  
 Doug Magnuson, Faculty of Human and Social Development  
 Dzifa Dordunoo, President's Nominee  
 Elizabeth Adjin-Tettey, Chair, Senate Committee on Planning  
 Helen Kurki, Faculty of Social Sciences  
 Jeffrey Bruton, GSS Representative  
 Li-Shih Huang, Faculty of Humanities  
 Mark Gillen, Faculty of Law  
 Monica Prendergast, Curriculum and Instruction  
 Natasha Thambirajah, Alumni Association  
 Sophie Pavlik, UVSS Representative  
 Kirsten Kopp (Secretary), Division of Continuing Studies

### **2022-23 Senate Committee on Continuing Studies**

Jo-Anne Clarke, (Chair), Division of Continuing Studies  
 Alanna Maclennan, Continuing Studies Student representative  
 Anureet Kerr, Student Senator  
 Doug Magnuson, Faculty of Human and Social Development

Dzifa Dordunoo, President's Nominee  
Elizabeth Adjin-Tettey, Chair, Senate Committee on Planning  
Helen Kurki, Faculty of Social Sciences  
Jeffrey Bruton, GSS Representative  
Kelly Diether, Convocation Senator  
Li-Shih Huang, Faculty of Humanities  
Mark Gillen, Faculty of Law  
Mark Laidlaw, Faculty of Science  
Natasha Thambirajah, Alumni Association  
Rustom Bhiladvala, Faculty of Engineering  
Sanghoon Nam, Peter B. Gustavson School of Business  
Ton Tran, UVSS Representative  
Kirsten Kopp (Secretary), Division of Continuing Studies





**Date:** 12 September 2023  
**To:** Senate  
**From:** Senate Committee on Curriculum  
**Re:** **2022-2023 Annual Report**

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

The Senate Committee on Curriculum met 3 times in during 2022-2023:  
C1 (9 December 2022); C2 (10 March 2023); C3 (25 August 2023).

The committee considered a number of issues over the course of the year; primarily, its regular business of the assessment and approval of curriculum change submissions, to proceed to Senate. The Committee assessed 1371 submissions over the three Cycles (970, 396, 5), which is slightly higher than previous years. This is partially due to the English course-code change in C1, which resulted in a significant volume of proposals.

The committee also consulted with other Senate Standing committees including discussion around how the Senate Standing committees overlapped, and how to ensure that calendar items are routed to the appropriate Senate standing committee.

The committee discussed Special Topics courses and the current uses of topics courses and possible future usages, including micro-certificates. The committee determined that no action should be taken regarding special topics courses until future usage scenarios have been evaluated.

Finally, the committee reviewed revisions to policy AC1120 over the course of the year, and would continue to do so in the coming academic year.

Respectfully submitted,

**2023-2024 Senate Committee on Curriculum**

Adam Con, Chair, Faculty of Fine Arts

Eva Baboula, Faculty of Fine Arts

Stephen Evans, Faculty of Graduate Studies

Chelsey Evans, Co-operative Education & Career Services

Chris Graham, Peter B. Gustavson School of Business

LillAnne Jackson, Faculty of Engineering

Sara Henderson, UVic Acting Calendar Coordinator

Geoffrey Loomer, Faculty of Law

Michele Martin, Division of Medical Sciences



Martha McGinnis, Faculty of Humanities  
Adam Monahan, Faculty of Science  
Maureen Ryan, Faculty of Human and Social Development  
Reuben Rose-Redwood, Faculty of Social Sciences  
Ada Saab, Associate University Secretary  
Nathaniel Sukhdeo, Student Senator  
Wendy Taylor, Acting Registrar  
Paul Whitinui, Faculty of Education  
Asia Longphee (Secretary), Acting Director, Curriculum and Calendar

**2022-2023 Senate Committee on Curriculum**

Adam Con, Chair, Faculty of Fine Arts  
Gary MacGillivray, Vice Chair, Vice-President Academic and Provost's Designate  
Eva Baboula, Faculty of Fine Arts  
Stephen Evans, Faculty of Graduate Studies  
Chelsey Evans, Co-operative Education & Career Services  
Chris Graham, Peter B. Gustavson School of Business  
Nicole Greengoe, Registrar  
LillAnne Jackson, Faculty of Engineering  
Sara Henderson, UVic Acting Calendar Coordinator  
Matsuko Friedland, Student Senator  
Geoffrey Loomer, Faculty of Law  
Michele Martin, Division of Medical Sciences  
Adam Monahan, Faculty of Science  
Maureen Ryan, Faculty of Human and Social Development  
Reuben Rose-Redwood, Faculty of Social Sciences  
Ada Saab, Associate University Secretary  
Lisa Surridge, Faculty of Humanities  
Paul Whitinui, Faculty of Education  
Asia Longphee (Secretary), Acting Director, Curriculum and Calendar



**Date:** 31 August 2023  
**To:** Members of Senate  
**From:** Senate Committee on Curriculum  
**Re:** **2023/2024 Cycle 3 Curriculum Submissions**

---

All curriculum submissions are available for viewing by Senate on its SharePoint site using the following link: <https://uvic.sharepoint.com/sites/Senate>.

Halfway down Senate's SharePoint Home Page under "2023 – 2024 Senate dockets" there is the folder "Curriculum Changes effective January 1, 2024" for which you can view all the curriculum submissions.

Motion: That Senate approve the curriculum changes recommended by the Faculties and the Senate Committee on Curriculum for inclusion in the January 2024 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.

Respectfully submitted,

**2023/2024 Senate Committee on Curriculum**

Adam Con, Chair, Faculty of Fine Arts  
Eva Baboula, Faculty of Fine Arts  
Ashley de Moscoso, Acting Associate Registrar  
Chris Eagle, President Nominee, Faculty of Science  
Chelsey Evans, Co-operative Education & Career Services  
Steve Evans, Faculty of Graduate Studies  
Leslee Francis- Pelton, Faculty of Education  
Chris Graham, Peter B. Gustavson School of Business  
Sara Henderson, Acting Curriculum and Calendar Coordinator  
LillAnne Jackson, Faculty of Engineering  
Yasmine Kandil, Chair, Senate Committee on Academic Standards  
Geoffrey Loomer, Faculty of Law  
Gary MacGillivray, Faculty of Science  
Michele Martin, Division of Medical Sciences  
Adam Monahan, Faculty of Science  
Reuben Rose-Redwood, Faculty of Social Sciences  
Maureen Ryan, Faculty of Human and Social Development  
Ada Saab, Associate University Secretary  
Nathaniel Sukhdeo, Student Senator  
Lisa Surridge, Faculty of Humanities  
Wendy Taylor, Acting Registrar  
Asia Longphee (Secretary), Office of the Registrar





**Faculty of Engineering and Computer Science**  
**Office of the Dean**

**MEMO**

University of Victoria  
Engineering Office Wing  
RM 248

PO Box 1700 STN CSC  
Victoria, British Columbia  
V8W 2Y2 Canada

Tel (250) 721-8677  
Fax (250) 721 8676  
[www.uvic.ca/ecs](http://www.uvic.ca/ecs)

Date: June 14, 2023

To: Ada Saab, Associate University Secretary

From: Mina Hoorfar, Dean, Faculty of Engineering and Computer Science

**Re: Motion to be approved by Senate**

The following recommendation was brought forward and approved at the Engineering and Computer Science Faculty Council Meeting held on June 6, 2023. I would like to request that the motion now be approved by Senate at the October meeting:

**Recommended Motion:**

***THAT Senate approve that the convocation lists of graduating students from the Faculty of Engineering and Computer Science be approved by the Dean, or designate, after review and approval by departmental Chairs/Directors or designates.***

Thank you for your consideration.



Office of the Vice-President Academic and Provost  
Michael Williams Building PO Box 1700 STN CSC Victoria BC V8W 2Y2 Canada  
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## memo

Date: September 20, 2023

To: Senate

From: Dr. Elizabeth Croft, Vice-President Academic and Provost

Re: **2022/23 Annual Report on the Status of External Reviews of Academic Units**

Under policy AC1145, the Provost reports annually to the Senate Committee on Planning, Senate, and the Board of Governors on the status of external reviews of academic units.

UVic's external review process assists academic units in evaluating the quality of their programs and provides for internal and external accountability of academic programs. In 2022/23 the University continued its implementation of recommendations from the fall 2018 Quality Assurance Process Audit (QAPA) conducted by the Degree Quality Assessment Board (DQAB). The assessors' report including recommendations is available [here](#).

### Scheduling of Reviews

The following is a summary of academic units that underwent external reviews both virtually and in-person during the 2022/23 academic year, and academic units up for review in 2023/24. Executive summaries of the assessors' reports may be found on the Quality Assurance website:

<https://www.uvic.ca/vpacademic/program-planning/program-reviews/index.php>

Due to the impacts of COVID-19, site visits for the 2021/22 academic year were conducted virtually rather than in-person. As this proved to be a successful and more environmentally sustainable option, units undergoing external reviews in 2022/23 were offered a choice of virtual or in-person site visits. The changes implemented to the AC1145 policy and associated procedures in October 2020 allowed for this flexibility. It is anticipated that in 2023/24 review site visits will be conducted virtually unless the unit has particular areas that would be best showcased during an in-person visit.

Reviews Scheduled/Conducted in 2022/23	Schedule of Reviews to Initiate in 2023/24
Technology and Society Program/Digital & Interactive Media in the Arts (DIMA) Program Combined	Department of Curriculum Instruction & Teacher Education Program
School of Environmental Studies	Global Development Studies
European Studies Program	Department of Indigenous Education
Department of Political Science	Department of Gender Studies
Department of Mechanical Engineering	Medical Science Neuroscience Graduate Programs
Division of Learning and Teaching Support and Innovation Service Area Review	Libraries Service Area Review
	School of Public Administration
	Department of History
	Department of Biochemistry and Microbiology
	School of Health and Information Science
	Department of Pacific and Asian Studies



# MEMO

## Office of the University Secretary

Michael Williams Building A138  
Victoria British Columbia Canada  
250-721-8102 |  
usec2@uvic.ca | [uvic.ca/universitysecretary/](http://uvic.ca/universitysecretary/)

---

**Date:** September 20, 2023  
**To:** Members of Senate  
**From:** Carrie Andersen, University Secretary  
**Re:** **Academic Important Dates**

---

Attached for Senate's approval is a revised Academic Important Dates for the period January 2025 through April 2025. The key dates in the attached calendar are drawn from the 10-Year Sessional Calendar previously approved by Senate.

**Recommended motion:**

*That Senate approve the Academic Important Dates for the period January 2025 through April 2025 for submission to the January 2024 undergraduate and graduate academic calendar publications.*

/Attachment

# Academic important dates

In recognition of the fact that the University of Victoria is a diverse community, the Office of Equity and Human Rights has compiled a list of [high holy days](#). Faculty and staff may wish to refer to this list in responding to requests from members of religious groups for variations in examination schedules due to religious observances.

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

---

## 2023/2024 academic year

### Winter session - second term

#### January 2024

University closed (Winter Break)

Monday, January 1<sup>st</sup>

---

Senate meets

Friday, January 5<sup>th</sup>

---

Second term classes begin for all faculties

Monday, January 8<sup>th</sup>

---

Last day for adding or dropping courses in the Faculty of Law

Thursday, January 18<sup>th</sup>

---

Last day for 100% reduction of second term fees for standard courses

Sunday, January 21<sup>st</sup>

50% of tuition fees will be assessed for courses dropped after this date. For non-standard courses see [undergraduate](#) and [graduate](#) course add and drop dates.

---

Last day for graduate students to register in a personal leave in second term

Sunday, January 21<sup>st</sup>

---

Last day for adding courses that begin in the second term (except Faculty of Law)

Wednesday, January 24<sup>th</sup>

---

Last day for paying second term fees without penalty

Wednesday, January 31<sup>st</sup>

---

#### February 2024

Senate meets

Friday, February 2<sup>nd</sup>

---

Last day for 50% reduction of tuition fees for standard courses

Sunday, February 11<sup>th</sup>

100% of tuition fees will be assessed for courses dropped after this date. For non-standard courses see [undergraduate](#) and [graduate](#) course add and drop dates.

---

---

Faculty of Graduate Studies deadline to apply to graduate for Spring Convocation  
Thursday, February 15<sup>th</sup>  
Students completing in the Spring term only

---

University Closed (Family Day)  
Monday, February 19<sup>th</sup>

---

Reading Break for all faculties  
Monday, February 19<sup>th</sup> until Friday, February 23<sup>rd</sup>

---

Last day for withdrawing from full year and second term courses without penalty of failure  
Thursday, February 29<sup>th</sup>

---

### **March 2024**

Senate meets  
Friday, March 1<sup>st</sup>

---

First registration date for Summer Session 2024  
Monday, March 11<sup>th</sup>  
[Course registration](#) important dates and deadlines

---

University Closed (Good Friday)  
Friday, March 29<sup>th</sup>

---

### **April 2024**

University Closed (Easter Monday)  
Monday, April 1<sup>st</sup>

---

Senate meets  
Friday, April 5<sup>th</sup>

---

Last day of classes for all faculties  
Monday, April 8<sup>th</sup>

---

Examinations begin for all faculties  
Thursday, April 11<sup>th</sup>

---

Examinations end for all faculties  
Friday, April 26<sup>th</sup>  
End of Winter Session

---

## 2024/2025 Official academic year begins

---

### Summer session

See [undergraduate](#) and [graduate](#) Summer Session add and drop dates.

---

### **May 2024**

Senate meets  
Friday, May 3<sup>rd</sup>

---

May - August courses begin for all faculties  
Wednesday, May 8<sup>th</sup>



---

May and May-June courses begin

Monday, May 13<sup>th</sup>

---

Last day for Faculty of Law course changes

Wednesday, May 15<sup>th</sup>

See [Summer 2023 Important Dates](#) for more details

---

University Closed (Victoria Day)

Monday, May 20<sup>th</sup>

---

Last day for graduate students to register in a personal leave in summer

Tuesday, May 21<sup>st</sup>

---

Senate Committee on Academic Standards meets to approve Convocation lists

Thursday, May 23<sup>rd</sup>

---

Fees deadlines for summer

Friday, May 31<sup>st</sup>

See [undergraduate](#) and [graduate](#) add and drop dates for standard summer courses

---

## June 2024

May Courses End

Wednesday, June 5<sup>th</sup>

---

June Courses Begin

Thursday, June 6<sup>th</sup>

---

First registration date for Winter Session 2024/2025

Monday, June 10<sup>th</sup>

[Course registration](#) important dates and deadlines

---

Spring Convocation

Monday, June 10<sup>th</sup> – Friday, June 14<sup>th</sup>

---

May-June and June Courses End

Friday, June 28<sup>th</sup>

---

## July 2024

University Closed (Canada Day)

Monday, July 1<sup>st</sup>

---

Reading Break May-August sections only

Monday, July 1<sup>st</sup> and Tuesday, July 2<sup>nd</sup>

---

July and July-August courses begin

Wednesday, July 3<sup>rd</sup>

---

Deadline to apply to graduate for Fall Convocation (all faculties)

Monday, July 15<sup>th</sup>

---

July courses end

Thursday, July 25<sup>th</sup>

---

---

August courses begin  
Friday, July 26<sup>th</sup>

---

Supplemental and deferred examinations for Winter Session 2023-2024 (except for Business and Law courses)  
Monday, July 29<sup>th</sup> – Wednesday, July 31<sup>st</sup>

---

## August 2024

May-August classes end for all faculties  
Friday, August 2<sup>nd</sup>

---

University Closed (British Columbia Day)  
Monday, August 5<sup>th</sup>

---

May-August examinations begin for all faculties  
Tuesday, August 6<sup>th</sup>

---

May-August examinations end for all faculties  
Saturday, August 17<sup>th</sup>

---

July-August and August courses end  
Sunday, August 18<sup>th</sup>

---

## Winter session - first term

### September 2024

University Closed (Labour Day)  
Monday, September 2<sup>nd</sup>

---

First year registration and opening assembly for Faculty of Law  
Tuesday, September 3<sup>rd</sup>

---

First term classes begin for all faculties  
Wednesday, September 4<sup>th</sup>

---

Last day for adding or dropping courses in the Faculty of Law  
Thursday, September 12<sup>th</sup>

---

Last day for 100% reduction of tuition fees for standard first term and full year courses  
Tuesday, September 17<sup>th</sup>  
50% of tuition fees will be assessed for courses dropped after this date. For non-standard courses see [undergraduate](#) and [graduate](#) course add and drop dates.

---

Last day for graduate students to register in a personal leave in first term  
Tuesday, September 17<sup>th</sup>

---

Last day for adding courses that begin in the first term  
~~Tuesday, September 17<sup>th</sup>~~ Friday, September 20<sup>th</sup>

---

Last day for paying first term fees without penalty  
Monday, September 30<sup>th</sup>

---

University Closed (National Day for Truth and Reconciliation)  
Monday, September 30<sup>th</sup>

---

---

## October 2024

Senate meets  
Friday, October 4<sup>th</sup>

---

Last day for 50% reduction of tuition fees for standard courses

Tuesday, October 8<sup>th</sup>

100% of tuition fees will be assessed for courses dropped after this date. For non-standard courses see [undergraduate](#) and [graduate](#) course add and drop dates.

---

University Closed (Thanksgiving Day)

Monday, October 14<sup>th</sup>

---

Senate Committee on Academic Standards meets to approve Convocation lists

Wednesday, October 23<sup>rd</sup>

---

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

Thursday, October 31<sup>st</sup>

---

## November 2024

Senate meets  
Friday, November 1<sup>st</sup>

---

University Closed (Remembrance Day)

Monday, November 11<sup>th</sup>

---

Reading Break for all faculties

Monday, November 11<sup>th</sup> – Wednesday, November 13<sup>th</sup>

---

Fall Convocation

Tuesday, November 12<sup>th</sup> and Wednesday, November 13<sup>th</sup>

---

Faculty of Graduate Studies deadline to apply to graduate for Spring Convocation

Friday, November 15<sup>th</sup>

Students completing in the Fall term only

---

## December 2024

Last day of classes in first term for all faculties

Wednesday, December 4<sup>th</sup>

---

National Day of Remembrance and Action on Violence Against Women

Wednesday, December 4<sup>th</sup>

Classes and exams cancelled from 11:30 am - 12:30 pm

---

Senate meets

Friday, December 6<sup>th</sup>

---

First-term examinations begin for all faculties

Saturday, December 7<sup>th</sup>

---

Undergraduate deadline to apply to graduate for Spring Convocation

Sunday, December 15<sup>th</sup>

---

First term examinations end for all faculties

Friday, December 20<sup>th</sup>

---

---

University closed (Winter Break)  
Wednesday, December 25<sup>th</sup> – Tuesday, December 31<sup>st</sup>

---

**Winter session - second term**  
**January 2025**

University closed (Winter Break)  
Wednesday, January 1<sup>st</sup>

---

Senate meets  
Friday, January 3<sup>rd</sup>

---

Second term classes begin for all faculties  
Monday, January 6<sup>th</sup>

---

Last day for adding or dropping courses in the Faculty of Law  
Thursday, January 16<sup>th</sup>

---

Last day for 100% reduction of second term fees for standard courses  
Sunday, January 19<sup>th</sup>  
50% of tuition fees will be assessed for courses dropped after this date. For non-standard courses see [undergraduate](#) and [graduate](#) course add and drop dates.

---

Last day for graduate students to register in a personal leave in second term  
Sunday, January 19<sup>th</sup>

---

Last day for adding courses that begin in the second term (except Faculty of Law)  
Wednesday, January 22<sup>nd</sup>

---

Last day for paying second term fees without penalty  
Friday, January 31<sup>st</sup>

---

**February 2025**

Senate meets  
Friday, February 7<sup>th</sup>

---

Last day for 50% reduction of tuition fees for standard courses  
Sunday, February 9<sup>th</sup>  
100% of tuition fees will be assessed for courses dropped after this date. For non-standard courses see [undergraduate](#) and [graduate](#) course add and drop dates.

---

Faculty of Graduate Studies deadline to apply to graduate for Spring Convocation  
Saturday, February 15<sup>th</sup>  
Students completing in the Spring term only

---

University Closed (Family Day)  
Monday, February 17<sup>th</sup>

---

Reading Break for all faculties  
Monday, February 17<sup>th</sup> – Friday, February 21<sup>st</sup>

---

Last day for withdrawing from full year and second term courses without penalty of failure  
Friday, February 28<sup>th</sup>

---

**March 2025**

Senate meets  
Friday, March 7<sup>th</sup>

---

First registration date for Summer Session 2024  
Monday, March 10<sup>th</sup>  
[Course registration](#) important dates and deadlines

---

**April 2025**

Senate meets  
Friday, April 4<sup>th</sup>

---

Last day of classes for all faculties  
Friday, April 4<sup>th</sup>

---

Examinations begin for all faculties  
Monday, April 7<sup>th</sup>

---

University Closed (Good Friday)  
Friday, April 18<sup>th</sup>

---

University Closed (Easter Monday)  
Monday, April 21<sup>st</sup>

---

Examinations end for all faculties  
Friday, April 25<sup>th</sup>  
End of Winter Session

---

# UVic undergraduate course changes: Jan 2024


Faculty of Engineering and Computer Science

Academic unit(s)	Course	Title	Type of change	Consultation
Department of Electrical and Computer Engineering	ECE497	Thesis	New	

[+](#) Add new item

## UVic undergraduate course changes: Jan 2024


## Faculty of Humanities

Academic unit(s)	Course	Title	Type of change	Consultation
Department of Greek and Roman Studies	GRS352	Bad Emperors	New	
Department of Pacific and Asian Studies	PAAS118	Intensive Beginner Chinese I	Mutually exclusive note (MX)	
Department of Pacific and Asian Studies	PAAS218	Intensive Beginner Chinese II	Prerequisite	
 Add new item				

# UVic graduate program changes: Jan 2024

## Faculty of Engineering and Computer Science

Academic unit(s)	Code	Title	Type(s) of change	Consultation
Department of Electrical and Computer Engineering	MENG-MTIS	Telecommunications and Information Security	Change in a listing of eligible or elective courses that can be used to meet program or credential requirements	

 Add new item