

Senate Meeting

Thursday, October 03, 2024; 3:00 pm PDT

Via Microsoft Teams

Meeting Minutes

Attendees:*Bashir Makhoul* (UCW President and Senate Chair)*Mazi Shirvani* (Vice President Academic)*Stephanie Chu* (AVP Teaching, Learning and Scholarship)*Brenda Mathenia* (University Librarian)*George Drazenovic, Michele Vincenti, Larry Earnhart, Gelareh Farhadian, and Noosha Mehdian* (Program Chairs)*Alexander Sakharov, Salvador Trevino, Penny Farley, Mehdi Akhgari, Manbo He, Hamed Taherdoost, Nisa Chand, Jack Smith, Mohsen Saeedi, Min Kay, and Abedeh Gholidoust* (Faculty Representatives)*Anna Lee Boulton, Maryam Rostamy* (Staff Representatives)*Nneka Ofodum* (Student Representatives)*Adrian Mitescu* (Director Institutional Accountability & Senate Secretary)*Saleiha Sharif* (Senate Coordinator)**Regrets:***Henrique Gea* (Registrar)**Guests:***Lisa Collins* (Vice President, Student Experience)*Komil Mamajanov* (Vice President, Strategic Development)*Christine Chan* (Director, Student Affairs & Services)*Amy Hua* (Director, Academic Planning and Budgeting)*Cassie Savoie* (Director, Academic Operations and Support Services)*Harpreet Ahluwalia* (Director, Curriculum & Quality Assurance)*Bradley Fehr* (Associate Director, Communications)*Susanna Chow* (Director, Institutional Risk & Compliance)*Stewart Fast* (Director, Office of Research & Scholarship)



Annette O'Hara (UCW Ombudsperson)

Jamie Molz (Communication Manager)

Kay Hare (REB Chair)

Shahrzad Khosravi (Faculty Member)

Absent:

Rushdi Alsaleh (Faculty Representative)

Mamtha Nagaraja (Alumni Representative)



1. Call to Order and Land Acknowledgment

Bashir Makhoul

We acknowledge that the territories on which UCW and its campuses are situated are the traditional, ancestral and unceded territories of the x̱m̱əθḵʷəy̱əm (Musqueam), Sḵw̱x̱w̱ú7mesh (Squamish) and Seḻílwitulh (Tseil-Waututh) Nations. We thank them for having cared for this land since time immemorial, honour their graciousness to the students who seek knowledge here, and iterate our dedication to valuing the ongoing contributions of Indigenous peoples and communities.

The meeting was called to order at 3:02 pm PST.

2. Approval of the Agenda

Bashir Makhoul

Motion: To approve the agenda, as presented.

Moved: Anna Lee Boulton **Seconded:** Stephanie Chu

Motion carried unanimously.

3. Approval of Minutes

Bashir Makhoul

a. Minutes from the previous Senate meeting on September 05, 2024

Motion: To approve Minutes from the Senate meeting on September 05, 2024, as presented.

Moved: Brenda Mathenia **Seconded:** Mazi Shirvani

Motion carried unanimously.

4. President's Communication

Bashir Makhoul

Bashir Makhoul briefed the members about several key updates. He mentioned that feedback regarding the MBA conditions from the DQAB is expected by the end of this week or early next week, which is encouraging as it will provide clarity before the election period. He shared insights from his recent travels to the UK and China, noting that the university was shortlisted for the PIE Award, marking a significant achievement despite not winning. He celebrated the 20th anniversary of the university in China, which was attended by over 100 representatives from prestigious institutions, opening avenues for potential collaborations. Furthermore, he highlighted a successful meeting with top-ranked agents focused on student mobility from China to Canada, emphasizing the need for diversified recruitment strategies. He encouraged participation in the upcoming discussion on new program submissions, mentioning that several proposals have already been put forward.

5. Consent Agenda

Bashir Makhoul

Motion: To approve the consent agenda as a package, as presented.

Moved: Nneka Ofodum **Seconded:** Alexander Sakharov

Motion carried unanimously.

6. Question period

Cassie Savoie raised concerns regarding a significant decline in the application pipeline for 2025, as reported by the Registrar's office and inquired about potential strategies to address this issue. Bashir Makhoul highlighted that the decline in university applications is mainly due to visa restrictions and

government regulations affecting Canada's attractiveness, particularly for Indian students. He emphasized the need to improve communication and conversion rates with prospective students. He proposed diversifying programs and enhancing recruitment efforts in China while building partnerships to secure student numbers along with the initiatives aimed at improving domestic recruitment.

Penny Farley confirmed Bashir's view that the enrollment decline is primarily due to government policies, with the full impact of the DQAB effect yet to be assessed. She further inquired about the potential extension of application deadline for which Bashir mentioned that extending application deadlines might only slightly increase numbers, as the core issue lies in visa challenges requiring broader solutions.

Cassie Savoie inquired about the inaugural Dean positions and their impact on the university's academic structure. Bashir explained that Deans would report to the Vice President Academic and support department chairs, while Mazi Shirvani outlined a reorganization into two schools focused on subject matter expertise, aiming for implementation by summer 2025.

7. Proposals from Standing Committees

a. Academic Planning and Priorities

i. New Partnership Agreements

Amy Hua

a) SQA Articulation: 2 programs

Mazi initiated the discussion of the first agreement with the Scottish Qualifications Authority (SQA), referring to the document on page 42 of the package. Bashir clarified that the agreements had already been reviewed by the committees and needed approval by the Senate.

Motion: *To approve the New Partnership Agreement with SQA Articulation for two (2) Programs, as presented.*

Moved: Larry Earnhart **Seconded:** Nneka Ofodum

Motion carried unanimously.

b) CSCSE Study Abroad Training Base Program Course Mapping (excluding BFSU)

Bashir proceeded to the second agreement regarding the block exemption for transfer credit, Mazi mentioned that several programs from various institutions are included in the current memo for review and documents were already shared with the package

Motion: *To approve the CSCSE Study Abroad Training Base Program Course Mapping, as presented.*

Moved: Stephanie Chu **Seconded:** Mazi Shirvani

Motion carried unanimously.

c) SELG College Articulation: 4 programs

Mazi Shirvani presented the proposal for articulating four programs of SELG College with the Bachelor of Commerce (BCOM). He emphasized the potential for significant student enrollment, enhancing both the overall numbers and the diversity of the student demographic.

Motion: *To approve the Articulation Agreement with SELG College Articulation for four (4)*

programs, as presented.

Moved: Jack Smith **Seconded:** Mazi Shirvani

Motion carried unanimously.

d) Cornerstone International Community College of Canada Articulation: 1 Program (BCom)

Finally, Mazi introduced the agreement with Cornerstone International Community College of Canada, by emphasizing the college's strong partnerships with various institutions across Canada

Motion: *To approve the Articulation Agreement with Cornerstone International Community College of Canada for BCom program, as presented.*

Moved: Penny Farley **Seconded:** Michele Vincenti

Motion carried unanimously.

b. Governance and Policies

Policy-related items

i. Policy 5022 – Intellectual Property

Stewart Fast

Stewart Fast introduced a new policy on Intellectual Property that has been in development for several months, emphasizing its significance given UCW's role as an innovative technology-focused institution. The policy outlines ownership of inventions and scholarly works, with faculty owning most IP while UCW retains teaching materials. Students own all IP, and non-academic personnel's works are owned by UCW. He mentioned that faculty can independently protect and commercialize their inventions, keeping all benefits and costs. If UCW assists, revenue is split 75% for faculty and 25% for the university, which also retains a non-exclusive, royalty-free license to faculty-owned IP, requiring written disclosure for independent efforts. Stewart noted that the policy was shaped through consultations with GUS Canada legal, incorporating UCW's commitment to open educational resources and clearer dispute resolution guidelines.

Brenda Mathenia raised a question regarding the procedures related to open educational resources, emphasizing their importance for students and the broader educational landscape. She inquired about plans for incorporating these elements into the policy. Stewart responded that while the current procedures focus on commercialization, there is room to develop guidelines regarding open educational resources in the future.

Motion: *To approve the policy 5022 on Intellectual Property, as presented.*

Moved: Manbo He **Seconded:** Mazi Shirvani

Motion carried unanimously.

Governance-related items

ii. Notice of Motion – Amended Senate Bylaws

Manbo He

Manbo He presented a notice regarding the amended Senate bylaws. He highlighted that an ad hoc committee, led by Mazi Shirvani, conducted a comprehensive review of the current bylaws, informed by a Senate consultation survey and comparisons with peer institutions. The committee proposed several amendments, which were summarized in a report and were made available for discussion.

Alexander Sakharov inquired about the frequency of Senate meetings, specifically referencing point 8.21, which states that meetings will be held bimonthly. Makhoul clarified that bimonthly means every other month. Penny Farley asked if there would still be efforts to organize in-person meetings alongside online ones. Makhoul expressed support for in-person meetings and noted that these could be coordinated with events for better attendance.

Motion: *To Adopt the amendments to the Senate Bylaws, as presented*
Moved: Mazi Shirvani **Seconded:** Manbo He

Mazi Shirvani proposed a friendly amendment regarding the role of the Associate Vice President for Teaching, Learning, and Scholarship (AVP TLS), suggesting that they remain a voting member of the Senate. This amendment was necessary to allow the AVP TLS to participate in various Senate committees, as non-voting members cannot serve on committees.

Motion: *To Adopt the amendments to the Senate Bylaws with a modification to keep AVP TLS as voting member of the Senate, as presented*

Moved: Mazi Shirvani **Seconded:** Michele Vincenti

Motion carried unanimously.

(19 votes in favor, 1 abstention – Abedeh Gholidoust)

Abedeh Gholidoust requested clarification on the roles and responsibilities of the newly proposed Teaching and Learning Committee. Adrian Mitescu explained that the committee would focus on the institution's teaching efforts, with the terms of reference outlining its responsibilities and authority. These will be reviewed at the next Senate meeting.

c. **University Curriculum**

i. **Graduate Curriculum Working Committee**

a) **New Course Development**

i. MGMT 650- Project Management in Indigenous Context

Shahzad Khosravi

Shahzad Khosravi presented the new course, highlighting its development in collaboration with a member of the indigenous community who now serves as a sessional faculty. This course aims to equip future leaders and project managers with the skills necessary to manage projects in an indigenous context. She also mentioned that feedback from Jack had been incorporated into the course content.

Brenda Mathenia raised a question about the level of indigenous input in the course content, noting the challenges faced due to the inactivity of the advisory committee. She requested further clarification on the involvement of indigenous community representatives in the course development. Shahzad clarified that the course was developed with substantial input from an indigenous community member who has experience in both profit and nonprofit sectors. This individual will also be teaching the course, which ensures authentic representation of indigenous perspectives. Bashir commended Shahzad for her efforts in

developing the course and encouraged more initiatives that promote diverse perspectives in the curriculum.

Motion: *To approve the new course MGMT 650- Project Management in Indigenous Context, as presented.*

Moved: *Mohsen Saeedi* **Seconded:** *Larry Earnhart*

Motion carried unanimously.

8. Other Business

a. Senate Secretariat Update

Adrian Mitescu

- a. Call for nomination – Senate Vice Chair
- b. Senate Standing Committees: Membership, Chairs, and Vice-Chairs
- c. Declaration of vacancy for Alumni Representative

Adrian Mitescu provided several important updates. First, he expressed gratitude for Dr. Mambo He's service as Senate Vice Chair over the past year, noting that his term will conclude at the end of October. A call for expressions of interest for the Vice Chair position will be circulated, with a vote scheduled for the November Senate meeting.

Secondly, Adrian informed the group about the recent passage of a motion to amend the bylaws and the ongoing elections within the Senate. Voting for these elections will commence early next week. New committees will soon welcome their members and will be tasked with electing their respective chairs and vice chairs in November. He encouraged participation, particularly from faculty, but also noted that staff and students are welcome to take on these leadership roles.

Lastly, Adrian announced a vacancy for the alumni representative position due to the incumbent's absence from multiple meetings without leave. The Senate will collaborate with the Alumni Engagement Office to identify suitable candidates for this role, which is appointed by the Senate Chair.

Bashir Makhoul thanked Adrian for the clear updates and expressed appreciation for all those who have served on the Senate. He acknowledged the significant contributions of Dr. Mambo as Vice Chair and reflected on the support he has received during his tenure. Bashir highlighted that it has been a year since he joined the Senate, expressing gratitude for the learning experience and support from Adrian and other members, which made his role smoother.

9. In-camera Discussion

Motion: To move proceedings of the Senate in camera

Moved: *Manbo He* **Seconded:** *Nneka Ofodum*

Motion carried unanimously.

Motion: To move the proceedings of the Senate out of camera

Moved: *Jack Smith* **Seconded:** *Anna Lee Boulton*



Motion carried unanimously.

10. Termination

Manbo He

Motion: *To terminate the meeting.*

Moved: *Brenda Mathenia* **Seconded:** *Nneka Ofodum*

The meeting was terminated at 4:17 pm.

