



Office of the VP Academic & University  
Affairs

Ternary Report: May 2016-July 2016  
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# 1 Introduction

It has been very busy in the first three months in office. I started my transition unofficially in April – attending meetings, meeting administrators, and beginning readings, but the learning curve has still been steep as this is one of the broadest reaching portfolios. I started my term by jumping right into sexual assault policy and education/prevention meetings, continuing projects from my predecessor, discovering and starting projects of my own, attending 2 conferences, speaking at events, and hiring four staff members. Projects and priorities from my goals, both continued from last year and my own for this year are included in this document as well as miscellaneous projects that have come up, as is the norm in such a wide-spanning portfolio.

## 2 Goals for the Year

### 2.1 Campaigns and Consultations

#### 2.1.1 UBC Sexual Assault Policy

- i. Holding multiple sessions for students that double as information sessions and consultations. The first will be an informative portion, allowing students to ask questions, the second half will allow students to write their feedback down in forms to be collected. Several days prior to the date of consultation, emails asking that students read the policy will be sent out. Data will be collated into a report with recommendations based on the feedback and given to UBC.
- ii. A campaign in collaboration with the SASC to bring awareness of recent UBC Sexual Assault Policy, as well as the consultations, to students, consisting of print material, boothing, and social media blasts.
  1. Design print material in collaboration with SASC and VPX office.
  2. Partner with university events to booth and hand out print materials.

**Progress:** Campaign materials are being designed in collaboration with the VPX Office, SASC, Communications, and Policy Advisor – final versions have been sent to Graphics. Flyers will consist of an informative portion and a tear-able portion to submit written responses regarding AMS Recommendations on the Policy. Outreach logistics are being finalized – we have emailed several UBC back-to-school programming coordinators about distribution and boothing. Residence Life will be emailed as well to inquire about distribution.

#### 2.1.2 Blackboard Connect

- iii. UBC's contract with Connect expires in 2019, and CTLT wishes for the process of seeking the next Learning Management System (LMS) to reflect what both students and faculty want. The AMS has been tasked with connecting CTLT with various student groups – ie, VP Academics Caucus, Departmental Clubs, AMS Clubs – as well as the general student body. Aiming for a range across programs to best represent departmental student needs.
  1. In collaboration with CTLT and the Academic Affairs Commissioner.

- iv. A small campaign of social media blasts, collaborative boothing, and print material to inform students of these consultations and the importance of student input.
  - 1. In collaboration with CTLT and the Academic Affairs Commissioner.

**Progress:** Have met with the new Digital Learning Ecosystem student team – coined “Student Squad” – regarding collaboration with AMS Communications in the form of email newsletters and Nest boothing. General engagement strategic planning was also brainstormed during meeting. Updates and call for constituency support to be presented with Executive Updates at AMS Council. A presentation to VP Academic Caucus on the project and importance of student consultation is in the works to be presented by end of August. Information to be included in FirstWeek kits as well.

### 2.1.3 Open Educational Resources

- v. Expanding #textbookbrokeBC to include more depth of information on Open Educational Resources. Last year was introductory – we began with, “win free textbooks because they are expensive!” and “how can a textbook be free?”, and we now want to transition to, “how can you make your/future students’ textbooks free?”
  - 1. Utilize VPAUA staff, VP Academic Caucus, and Councillors for boothing, and re-use previous year’s materials.
  - 2. Creating a sign-up email list for students interested in OER advocacy and utilizing it for 2<sup>nd</sup> term’s campaign, as well as to hold brainstorm/strategy sessions.
  - 3. Utilizing this campaign to tie into the Affordability Campaign run by the VP External’s office – timing-wise, it will serve as a good preface to post-secondary affordability.
- vi. In collaboration with the VP External Office and the UBC Bookstore, host a “The Price Is Right” session during the Affordability Campaign – students are called up to guess the price of textbooks and degrees.
  - 1. Acquire textbooks – from Bookstore, personal collections, etc.
  - 2. Seek an entertaining host from student groups.

**Progress:** Currently in the process of creating a presentation for VP Academic Caucus. Have also had discussions with Education Committee to seek feedback and additional campaign suggestions. In the process of contacting Debbie Harvey of Campus Services (Bookstore) for support in TextbookBroke campaign and Price is Right campaign, as well as seeking staff availabilities for the first week of school.

### 2.1.4 Academic Experience Survey

- vii. Creating a report of the 15/16 data and releasing it to interested stakeholders (constituencies, AMS internally, university administration) and presenting the results to council at the first meeting in August.
  - 1. An interactive presentation in the style of “Family Feud” to engage councillors is being prepared.
  - 2. Organizing a VP Academic Caucus meeting to present AES results in addition to other programming.

- viii. Standardizing questions for comparable data from year to year as well as questions on relevant current projects which may not require long-term annual data.
  - 1. One section of questions to be asked every year – for example, discrimination, services usage, etc. Second section with “topical” questions – for example, student preference on Fall Reading Breaks, student experience with new Collaborative Care Model.
    - a. Scheduling meetings in mid-first term to discuss potential question topics with stakeholders while consulting with Insights West on question specifics.
    - b. In collaboration with Insights West, the VP Students Office, Wellness at UBC, Access & Diversity, Counselling Services, Undergraduate Societies, etc. Any organization with a stake in questions asked.

**Progress:** Met with Insights West representative to go over report as well as to receive access to online portal to allow further analysis into data. Presentation to council complete. AMS AES Report complete. In order to better engage council with AES Data, have created an interactive game for the presentation to council to be played at first meeting of August. Initial discussion with stakeholders in AES has begun regarding standardization of questions.

## 2.2 Affordability

### 2.2.1 Open Educational Resources

- i. (See above) #TexbookbrokeBC campaign
- ii. Continuing to collaborate with OER Advocates at UBC
  - 1. Continuing to pursue avenues of incentivizing implementation of OERs to faculty members
    - a. Follow up on the Senior Appointments Committee consideration of OERs as an activity counted toward tenure.
  - 2. Continuing to support the development of the Open Case Studies project.
    - a. Checking in with recently hired Research Assistants on progress of the Open Case Studies course materials.
    - b. Participating in Sprints with Open Case Studies assistants and volunteer faculty members.
- iii. Collaborating with student societies around the lower mainland to encourage OER advocacy across Vancouver and BC.

**Progress:** Followed up with Senior Appointments Committee – have yet to be finalized. Attended Festival of Learning. Assisted in hiring 2 Research Assistants to aid with Open Case Studies project. Attended a sprint for the UBC open wiki on OERs.

### 2.2.2 Housing

- iv. Investigating avenues of lower-cost construction of residences for UBC through decreased borrowing rates.
  - 1. Tentative discussions with SHHS, UBC Finance, Board of Governors (Properties Trust), Campus Development Commissioner.
  - 2. Proposal of lower student housing fees as a result.
  - 3. *Note: This is a goal whose lifespan exceeds that of a single Executive term.*

**Progress:** Approached Finance Leadership Office regarding potential for proposal. Prepared proposal for presentation to both AMS Executive and UBC Finance Leadership Office.

### **2.2.3 Awards Database**

- v. Creating a searchable database of awards available to students, hosted by either the AMS or UBC website. The primary goal is the availability of a database for students. This will allow students to better inform themselves of avenues for financial aid outside of student loans. This goal is based on the recommendation from council 3 years ago requesting an awards database. Project was not pursued because UBC said they were working on it, but no progress has been made in the last 3 years.
  - 1. Meet with Enrolment Services
    - a. Ask about where it stands on their priorities list, ask about potential locations for hosting the database – AMS website, UBC hosted.
    - b. Seek ways to support the development, as well as advise on the organization of content. (How can students sift through the different awards? Under which categories?)

**Progress:** Met with Enrolment Services to discuss the possibility of Awards Database as well as to assess if it was within their priorities – it is. Currently collaborating on the organization of content on the Awards Database, which is estimated to be completed by 2017, to be hosted on a UBC Website.

## **2.3 Academic Experience**

### **2.3.1 Mid-Course Feedback**

- i. Further implementation of mid-course feedback in courses. Recruitment of faculty members through student advocates.
  - 1. Reaching a 70% implementation of MCF in the largest 4 faculties – Arts, Science, Commerce, and Engineering.
- ii. Presentation on MCF to Associate Deans Academic.

**Progress:** Preparing presentation on MCF for VP Academic Caucus. Associate Deans Academic will not meet until September. Currently contacting members of the group to determine current temperature on the topic.

### **2.3.2 Undergraduate Research**

- iii. Meeting with the VP Students and Provost office to identify partnerships and projects falling within Experiential Learning, as well as to identify areas which could be built upon.
- iv. Further developing the Undergraduate Research Database to include searchable postings, resources, and event postings.
- v. Work with URO to develop programming to inform students of different types of research, as well as skill development.
- vi. Coordinating with E@UBC in connecting undergraduates with funded projects in need of preliminary research.

**Progress:** Setting up meeting with VP Students regarding experiential learning. Have identified experiential learning as a priority to SD&S as well as VP Students Office. Met with URO to discuss

any gaps in programming they may have and what kind of support from the AMS they would like to see – building preliminary plans for programming to be co-hosted.

### 2.3.3 Scheduling Review

- vii. Advocate, utilizing data from previous AES and from PAIR, for student needs in the upcoming scheduling review.
  - 1. Connect with Senate Secretariat about current progress, offer AES data.
  - 2. Collaborate with PAIR to find data relevant to student success and scheduling.

**Progress:** Met with Senate Secretariat on scheduling review - brought up AES data, which was well received. Discussed the possibility of using PAIR data to analyze which timelines best support student success, as well as discussed consultation possibilities.

## 2.4 Student Wellbeing

### 2.4.1 Aboriginal Students

- 1. Engaging the Aboriginal and Indigenous communities at UBC, and providing a space for different organizations to collaborate.
  - 1. A start-of-year welcome event, with all Aboriginal and Indigenous student groups (departmental associations, clubs, non-AMS campus groups).
    - a. Partnership with Indigenous Health Garden at UBC Farm, FNSSA.
  - 2. Hosting a Longhouse Lunch, utilizing the lunch session as an opportunity to discuss the current avenues of support the AMS provides to Aboriginal and Indigenous students as well as (if time permits) seeking feedback on further areas of support.
    - a. Work with Aboriginal Students Commissioner on acquiring contacts for Longhouse, as well as programming for the event.
    - b. Distribute material summarizing contacts and resources including the First Nations House of Learning, Aboriginal and Indigenous student groups, Aboriginal Students Commissioner.
  - 3. Supporting the annual Powwow celebration – through providing funding (the office has budgeted for this, as well as intends to apply for grants), aiding in acquiring an affordable location for the celebration, and providing support for event logistics day-of.

**Progress:** Obtained a partnership with Indigenous Health Garden at UBC Farm for welcome event – currently working out budget for event in discussion with them. Collecting contact information for groups to invite, as well as UBC Administration. Preliminary discussion about Longhouse Lunch has begun. Currently location scouting for Powwow. Lastly, have been looking at potential grants funding for arts and crafting workshops to be hosted in the Longhouse.

### 2.4.2 Academic Policies

- ii. Concession Policy
  - 1. Connect with chair of Academic Policy Committee of Senate on progress of revision.
  - 2. Designate representative from VPAUA office to coordinate and provide feedback.
  - 3. Bring up priority at Student Senate Caucus, with focus on student senators sitting on Academic Policy Committee and Ad-Hoc Mental Health & Wellbeing Committee.
- iii. Syllabi

1. Connect with student senators currently on Academic Policy Committee to receive update on progress.
2. In consultation with Student Senate Caucus, Wellbeing at UBC, and UBC Ombudsperson, advocate for the mandatory inclusion of certain information on syllabi – including but not limited to: wellbeing resources, support services, links to optional equity modules.
  1. In the event of a newly created online resource to minimize amount of space taken up on syllabi, loop UBC Communications into conversation.

**Progress:** Met with Student Senate Caucus – received updates on progress of Academic Policy Committee. Discussed areas and changes to push for within committee once meeting start again, as well as cemented the placement of Academic Policies into Student Senate Caucus priorities for the year – under Mental Health and Wellbeing. As well, met with Ombudsperson and Wellbeing at UBC to discuss any other ways policies could be revised to better support student wellbeing, and brought those to both SSC and chair of Ad-Hoc Student Mental Health and Wellbeing committee.

#### **2.4.3 Temporary Recreational Spaces**

- iv. Advocate for the creation of temporary fitness spaces for students to utilize for the duration of the 20-year Athletic Plan.
  1. Bring up as a priority to the VP Students Office during monthly meetings.
  2. Prepare Briefing Note for AMS Executive.
  3. Evaluate funding possibilities for spaces via Athletics and Recreation budget, consideration of additional funding in collaboration with VP Students Office.
  4. Prepare campaign for student awareness.

**Progress:** Brought up as priority to VP Students Office in both monthly meetings and in introductions with staff members. Currently preparing a briefing note for AMS Executive. Have currently had multiple meetings with AMS Executives, VPS, Athletics, C+CP, and REC regarding both pop-up and temporary facilities. Funding is now being discussed, and the UBC A&R Budget is being requested.

#### **2.4.4 Residence Contract**

- v. Revising the Residence Contract to better reflect the rights students would receive if not living in Student Housing.
  1. Connect with Managing Director of SHHS and Director of Residence Life to review contract.

**Progress:** Met with Managing Director of Student Housing and Hospitality Services, outlined goals on both ends. Arranged for meeting to jointly review Residence Contract with both Managing Director of SHHS and the Director of Residence Life.

## **2.5 Student Experience**

### **2.5.1 Orientations**

- i. Preparing incoming students (first-year, transfer, and exchange) to be positive, healthy members of the UBC community.



1. Developing programming for UBC to include with Imagine Day activities (for 2017/18 year), Jumpstart, and general First year Experience programming.
  - a. Topics to include: Sexual Assault, Consent, Party Culture, Active Witnessing, and Self-Care.

**Progress:** Have preliminarily brought up to SD&S during a sharing of goals, as well as have support from Counseling Services, Ombudsperson, and Wellbeing at UBC. In the process of contacting relevant Orientations leads to discuss steps forward.

#### **2.5.2 WUSC**

- ii. Following the referendum, work toward allocating the increases in funding to WUSC students in a manner that best supports their academic and personal success.
  1. Meeting with WUSC and Student Development & Services to coordinate revised agreement and allocations.

**Progress:** Have met to discuss WUSC allocations and final spreadsheet has been submitted. In addition, am currently amending the WUSC-AMS agreement to reflect changes following referendum question.

## **2.6 Additional Projects**

#### **2.6.1 New President**

Arranged for a meeting with Dr. Ono and Executives, and outlined student engagement expectations and mutual goals.

#### **2.6.2 Tuition Consultations**

Attended first tuition consultation on Masters of Physical Therapy/PhD program. Sent AMS submission into be included with submission to Board. Currently working with GSS VP Academic to work out a collaborative procedure of tuition-related board submissions in coming year.

#### **2.6.3 Senate**

As a Student Senator, have been attending SSC strategic planning meetings. Was elected Vice-Chair of Student Senate Caucus, as well as Team Lead on Mental Health and Wellbeing Priorities. See Academic Policies update above. As well, have been appointed to the following Committees of Senate: Teaching and Learning Committee, Curriculum Committee (temporarily in place of Education Senator), and Academic Building Needs Committee.

## **3 Hiring**

I still have to hire an Academic Affairs Commissioner, a Mental Health and Wellbeing Commissioner, and an International Students' Commissioner, who will be hired by August 15<sup>th</sup>, 2016. Here follows the other commissioners that have been hired since May 1<sup>st</sup>.

### **3.1 Equity Commissioner**

Nicole Liang is the new Equity Commissioner. Nicole is currently working on planning consultations regarding

Policy #73, as well as sitting on the Equity Enhancement Fund adjudication committee and UBC Equity and Inclusion hiring committees. She is currently working on seeking a stage ASL interpreter for future Imagine Day Pep Rallies. In addition, she will be taking a lead in the outreach portion of the Sexual Assault Policy Consultation Campaign.

### **3.2 Campus Development Commissioner**

Marjan Nevab-Tehrani is the new Campus Development Commissioner. Marjan is currently going through the Residence Contract with the VPAUA and AVP Academic. She has also attended the C+CP Open House for Site D. In addition, she will be working with C+CP in preparing information for incoming students regarding construction on campus.

### **3.3 Aboriginal Students' Commissioner**

Lucy Haché is the new Aboriginal Students' Commissioner. Her main projects are planning a welcome event for Aboriginal and Indigenous students, hosting a Longhouse Lunch, supporting Aboriginal and Indigenous student group collaboration, seeking grant funding to support Aboriginal Students' cultural crafts, and the support of the third annual pow-wow.

### **3.4 AVP Academic and University Affairs**

Kevin Doering is the Associate VP Academic and University Affairs. He works closely with myself on all initiatives, including standardizing the Academic Experience Survey, Housing affordability, Undergraduate Research opportunities, Open Educational Resources, the Sexual Assault Policy Consultation, and more.

## **4 Committees**

### **4.1 AMS Committees**

#### **4.1.1 Education Committee**

#### **4.1.2 University and External Relations Committee**

#### **4.1.3 Impact Grant Adjudication Committee**

### **4.2 University Committees (Standing and Ad Hoc)**

#### **4.2.1 Associate Deans Academic**

The Associate Deans Academic group is comprised of Associate Deans, the AMS, and senior administrators. It meets monthly to discuss a variety of academic issues and topics as they arise, as well as ongoing initiatives such as student evaluation of teaching, learning technology development, and community engagement. The committee last met in June.

#### **4.2.2 Campus Security Steering Committee**

The Campus Security Steering Committee meets to discuss and make large decisions about UBC Campus Security – its role in campus safety, structure, and strategic direction for communications. The committee has recently been discussing the recent external review of UBC Campus Security, its recommendations, and steps forward.

#### **4.2.3 University Health and Safety Committee**

The University Health and Safety Committee meets to discuss high level health and safety issues at UBC.

#### **4.2.4 Bookstore Advisory Committee**

The Bookstore Advisory Committee is a body made up of staff, faculty, and students that provides feedback and advice to the UBC Bookstore on its product and service offerings to the UBC community. The committee has not met recently.

#### **4.2.5 Orientations Steering Committee**

This committee is made up of staff from Student Development & Services, the Centre for Student Involvement & Careers (Orientations staff specifically), International Student Development, Student Communications Services, Undergraduate Societies, and the AMS (VP Academic & VP Admin). The committee makes large decisions about university orientation programs like Imagine Day and Jumpstart.

#### **4.2.6 Campus Safety Working Group**

The Campus Safety working group brings together the UBC administration, Campus Security, Student Development & Services, Access & Diversity, and students to discuss the Campus Safety report and recommendations, as well as outline future steps to ensure Campus Safety remains a priority amongst all units.

#### **4.2.7 Ombuds Advisory Committee**

This committee has yet to meet since I have been appointed, but the Ombuds report has been circulated since.

#### **4.2.8 Informal Learning Spaces Committee**

This is a committee that meets once a year to adjudicate a fund that provides money for the creation of informal learning spaces on campus. The committee met in July. The Associate VP Academic was in attendance at this meeting.

#### **4.2.9 Naming Committee**

This committee meets to name campus development projects. The committee met in May.

#### **4.2.10 Wellbeing Steering Committee**

The Wellbeing Steering Committee meets to support the Wellbeing Initiative, focussing on wellbeing as a holistic term covering mental health and resilience, food and nutrition, physical activity, built and natural environment, and inclusion and connectivity. This committee met in July to discuss the Okanagan Charter.

#### **4.2.11 Learning Technology Leadership Team**

The LT Leadership Team makes large decisions regarding learning technology on campus – for example, the new Digital Learning Environment, as well as reviewing the TLEF application form. This Committee has the authority to approve spending within a specified annual budget envelope in regards to learning technology. For significant investments, this group makes recommendations to the Executive and to the Board.

#### **4.2.12 Learning Technology Ecosystem Steering Committee**

This committee make decisions about which learning technologies the university will adopt and proceed with, as well as updates on pilots, and the general learning technology ecosystem. The committee has met and has hired a team of students from both UBC Campuses to take charge of the student consultation on the Digital Learning Environment Renewal project.

#### **4.2.13 Student Academic Systems Initiative (SASI) Governance Committee**

This committee works on a new student system to support the redesigned business processes and improvements that UBC is using to transform the way faculty, staff, and students interact to support student success. It is made up of those working with student communications and success in faculties, and chaired by the Registrar. This committee has not met recently.

#### **4.2.14 Director of Wellbeing Promotion Selection Committee**

This committee is tasked with selecting the newly created Director of Wellbeing Promotion, which was created in the steps forward from the recommendations of the Keeling and Associates external review on campus Wellbeing. The committee has met and the hiring process has been finalized.

#### **4.2.15 Sexual Assault Prevention Team**

The Sexual Assault Prevention Team is tasked with developing a holistic, University-wide approach to sexual violence prevention and intervention at the Vancouver and Okanagan campuses.

**Working groups/Ad-Hoc Committees** derived from this group that I also sit on: *Alcohol and Consent Working Group, Consent Campaign Working Group, Sexual Assault Intervention & Prevention Education: Communications Working Group.*

#### **4.2.16 Suicide Awareness Day Committee**

This committee is tasked with the organization of the communications and programming for Suicide Awareness Day. The Student Services Manager was in attendance at the last meeting.

#### **4.2.17 Learning Spaces Advisory Committee**

This committee advises the Vice Provost and Associate VP, Enrolment and Academic Facilities on Learning Spaces. Recently the focus has been determining principles and guidelines for classroom scheduling practices. The AVP Academic attended the last meeting.

## **5 Conferences**

### **5.1 The Canadian Association of Colleges & Universities Student Services (CACUSS)**

This conference, held in the middle of June, brought together Student Services professionals from around Canada, to Winnipeg. From the sessions, I learned about other universities' and colleges' experience in working with Provincial sexual assault bills, developing their own sexual assault policies, co-curricular transcript implementation, how to constructively organize work to better promote wellbeing and success, and the role of education in Truth and Reconciliation. In addition, I participated in discussions on research surrounding the impacts of a Fall Reading Break, alcohol culture in universities/colleges, and holistic approaches toward supporting student Wellbeing, particularly in the Academic Policy area. Lastly, I created made connections with student union executives as well as student services professionals from across Canada.

## **5.2 Collaborative Conversations: Scheduling Today for Tomorrow's Learning**

I was a speaker at this one-day conference-type event held by UBC. It gathered the scheduling/timetable representatives from every faculty to provide feedback on technological and higher level challenges of course scheduling at UBC, build a space of discussion for what to be prioritized when scheduling, as well as provide them with the opportunity to hear from other stakeholders – for example, students, the registrar, and IT, and more.

## **5.3 Festival of Learning**

The Festival of Learning focused on pedagogical techniques, the development of pedagogical tools, and open educational resources. I was only in attendance for one day of the Festival of Learning – but was able to attend numerous sessions on open educational resources and on equitable learning. From the sessions, I was able to learn more about supporting and cooperating with faculty members to best promote OERs, the logistic in developing an OER as a faculty member, and ways in which learning material supports equitable learning. Main takeaways from this conference were the faculty side of OER promotion and development, allowing the AVP Academic and myself to better understand the barriers and learning surrounding faculty support of OERs, which will lend to the faculty-appealing side to our strategic advocacy planning.

If you have any questions, don't hesitate to ask me!

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