

Student Senate Caucus Meeting
Strategic Planning 2013/2014
April 25th 2013, 1pm-2:45pm in SUB 266J

Present: Philip Edgcumbe (Chair, At-Large), Anne Kessler (Vice Chair, At-Large), Mark Prescott (LFS), Julianne Jagdeo (FOGS), Cole Leonoff (Commerce), Veni Goyal (Forestry), Kiran Mahal (At-Large), Nina Karimi (At-Large), Tanya Shum (Arts), Barak Caracheo (CFIS)
Minutes prepared by: Anne Kessler

Action Items

- 1) Veni will review and update the SSC “policy on SSC communication, meetings and attendance document” with a particular focus on updating the document to reflect the ad hoc scheduling of the appeals committees.
- 2) Philip, Kiran, Anne and Justin will complete SSC Senate committee appointments and submit them to the SSC Secretariat by Monday April 29th, 2013.

Minutes

The meeting was called to order at 1:05pm and started with a brief round of introductions.

1. Debrief and Review of April 24th Senate Orientation by Secretariat:

- Role of Senate versus role of Board of Governors
- Review of Senate committees and their mandates
- Showed us many useful links in Senate website
- Conversation about confidential aspects of Senate

2. Brief overview of past student initiatives

- Pass/D/Fail – student driven initiative completed in 2008 (took 2 years to complete)
- Exam Database – Kiran spoke briefly about the process of getting the exam database approved
- Philip noted that a good strategy to get a project off the ground is to do a quick survey/review of other highly regarded universities who have similar policies/projects/initiatives to the one you want to implement. It shows that you have done your background research. One can be selective about which universities to show, to help along the project.

3. Attendance policy of SSC

The SSC implemented last year an attendance policy, which we discussed briefly to see if it is something we can continue. The committee was generally in agreement that we should continue with this policy. The policy is as follows:

- The SSC will post minutes on the AMS website.
- We will keep track of committee attendance through the Senate Secretariat, who gives us the attendance record of all students at committees.
- We will review a student senator’s membership of committee if their attendance is below 50%, which could result in their being removed from the committee. The student will be given time to give an explanation.

Veni raised the question of whether this applies to committees that meet on an Ad Hoc basis, since their scheduling is not regular and out of the student’s control, so it is often difficult to

attend. It was decided that this would be worth looking into, and Philip asked Veni to draft a policy for Ad Hoc committees. It was noted that the Secretariat is trying to find a way to fix this problem.

4. Review of Past Goals:

We briefly went over last year's strategic goals to get an idea of what they were, and to see if any were not completed and could be continued this year. The were:

- Healthful Academic Environment: Healthful academic policy review, mental health resources syllabus insert (referring students to counseling or academic concession)
- Co-curricular and Enriched Education: Co-curricular record (recognition of extra curricular on transcript), intellectual property
- Teaching and assessment: better messaging to professors on course evaluations, concurrent evaluations of teaching, exam database, proper education about plagiarism and academic integrity across faculties
- Examinations and logistics: early exam date release, later 'w' date

5. Brainstorming session

We each took sticky notes and wrote out goals or projects we would like to see completed, or issues we would like to see fixed. We then each placed them under the committee we thought it applied to. Then, as a group, we clarified any that were not clear, grouped similar ideas together, and moved certain items into different committees. Below is everything we wrote down, organized by Senate Committee:

Academic Building Needs

- orchard garden changes (better communication to students)
- create a resource material that outlines study spaces on campus
- increase working space for grad students
- assessment of physical capacity of campus to keep up with enrolment, investment into academic buildings from bridge to UBC revenues

Academic Policy

- later withdrawal date (x3)
- midterm- course/prof evaluations
- dual degree policy
- increase working space for grad students – policy on minimum amount of work space
- defining 'credit hours'
- summer courses not currently considered for GPA
- healthful academic policy
- academic concession (eg. for midterm exams) i.e. why does the university generally only consider varsity sports for these concessions, what about other capacities where students represent UBC (eg academic competitions, co-curricular activities)?

Admissions

- International college requirements / international students program admission into UBC degree program
- review of broad based admissions (x3), (requiring E 3s?)

Appeals on Academic Standing

- standardizing faculty policies on appeals

Agenda

- ways to include more topics of broad academic interest

Awards

- scholarships for co-curricular activities
- course load requirements for scholarships too high (x2) (also, why are summer courses not counted for scholarship credits?)

Curriculum

- creating a standardized syllabus with standardized elements (including learning objectives, definitions of academic dishonesty, etc) (x3)
- Mental health insert in syllabus (This could be combined with a presentation on broad academic interest on Mental Health that is upcoming)
- Streamlining of expanding programs in Arts
- Creation of Middle Eastern Studies Program (fix issue that UBC doesn't have classes about the Middle East), or an equivalent, i.e. being able to take courses from many departments on a topic and making it a minor or major.
- Program based workload/course load affecting student mental health

Library

- Use of library space with construction of IRL. What do we want the UBC library space to look like? Many books are going to be moved and we want to ensure the freed up space is for study space. (eg. 2nd floor of Woodward's is out of books with empty shelves)
- Open access (publication of journal articles in open access journals). Tri councils in Canada are looking into developing an open access position statement to their research. There is also an open access statement that is been prepared for Senate. Also need to consider what goes into Circle (UBC online open access website)
- More computers. Loaner laptops do not work, should remove this feature if it does not work.
- More regulation about recalling the books. Make it more obvious that students can request/recall a book. (many students take books out for weeks that are needed for classes, leaving others without access)

Teaching and Learning

- More spots for students on the committee
- Classroom lecture recording
- Co-curriculum reports (recognizing on a student's transcript other activities they participated in while at university)
- Re-evaluate review program/change feedback in

Tributes

- Need more names put forward!

SSC Caucus outreach (we found that several had to do with SSC's need to reach out more to students)

- Easier SSC contact info
- Easy access for student to contact their senator
- Connect senators to undergrad councils
- Listening/caring about student opinions
- Get students more involved with senate initiatives

Extras:

More opportunity for students to contact each other

Funding for graduate student societies

Increased mental health awareness for grad

More transparent access

We then decided on the most important issues for each committee, and our three most important goals/initiatives for the year. We compiled this into our SSC Strategic Goals 2013/2014 document that is included at the end of the minutes..

6. Committee selection process

Through a Google form that Philip had sent out, it was determined that the general preference was for Philip, Anne, Kiran and Justin (the outgoing SSC Chair) to make the decisions regarding committee selection. We briefly stated that each senator would send in their committee preferences and a short justification, which would be then used to place everyone in committees, and said that an email would be sent out about this.

Meeting adjourned: 2:45pm.

Student Senate Caucus Strategic Planning Session #1

1:00pm-2:50pm – Thursday April 25th, 2013 – SUB 266J.

Agenda

- 1:00 – 1:10 Introductions
- 1:10 – 1:15 Past student initiatives: Pass/D/Fail, Exam Database and Attendance Policy
- 1:15 – 1:25 Review of 2010/2011 and 2012/2013 SSC goals
- 1:25 – 1:50 Brainstorming priorities
- 1:50 – 2:15 Rank and sort ideas by committee
- 2:15 – 2:35 Draft goal document
- 2:35 – 2:40 Discussion about committee selection process
- 2:40 – 2:45 Show of hands for interest in various committees and group discussion

1 Past Student Initiatives and Review of past SSC goals

Lead by Kiran Mahal and Philip Edgcumbe. Highlight of past SSC successes and overview of ongoing projects.

2 Brainstorm priorities

Share the passions that each senator wants to bring to the table and establish tangible projects to pursue through the Senate.

3 Rank and sort priorities

Recognizing that not every goal can be accomplished, develop the top priorities of the student senate caucus as a whole, and committee level priorities.

4 Draft a goal document

End the planning session with a document that clearly outlines what the reasonable goals and priorities of the student senate caucus are, and begin thinking about a plan of action to achieve these.

5 Follow-up meeting: May

Circulate the draft plan to the entire student senate caucus to allow for feedback and reflection, and prepare senators for the more practical discussion of steps required to achieve these goals at the second and final strategic planning session in September.

Brainstorming

Consider:

- Objectives / Strategies / Measures

Student Senate Caucus Strategic Goals 13/14

Caucus Goals

<p>Caucus Goal 1: Standardized syllabi which include</p> <ul style="list-style-type: none"> • More rigorous definitions of what constitutes cheating, how grading is done, etc • Mental health information included in syllabus.
<p>Caucus Goal 2: Increase student resources:</p> <ul style="list-style-type: none"> • Library (study space, computer access) • Academic building needs (More acad study space, understand impact of Bridge program and work space standards for grad students.
<p>Caucus Goal 3: Engaged feedback and input into flexible learning initiative.</p>

Committee Specific Goals

<i>Academic Building Needs</i>	<ol style="list-style-type: none"> 1: Study space, classroom and labs resourcing (impact of increase of students from Bridge program on existing students) 2: Working space guidelines for grad students 3: Better communication to students about existing study areas
<i>Academic Policy</i>	<ol style="list-style-type: none"> 1: Dual degree, credit hour and flexible learning and exam policies (aligned with current committee policies) 2: Later withdrawal date
<i>Admissions</i>	<ol style="list-style-type: none"> 1: Review of broad based admissions 2: Admission requirements from Bridge to UBC program
<i>Agenda</i>	<ol style="list-style-type: none"> 1: More topics of broad academic interest on agenda 2:
<i>Curriculum</i>	<ol style="list-style-type: none"> 1: Standardized syllabi with better definitions and mental health help 2: Program based workload review
<i>Library</i>	<ol style="list-style-type: none"> 1: Use of space freed up by IRL (need more student space and computers) 2: Open access to journals and policies governing Circle
<i>Student Awards</i>	<ol style="list-style-type: none"> 1: Scholarship for co-curricular activities 2: Course load requirements for scholarship (summer session inclusion)
<i>Teaching and Learning</i>	<ol style="list-style-type: none"> 1: Flexible learning 2: Co-curricular records 3: Academic integrity 4: Graduate student issues and undergrad research 5: Increased student positions on this committee