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<b>SUBJECT</b>	Proposed Policy Repeal: Graduate Student Teaching Policy (AP7)
<b>SUBMITTED TO</b>	Employee Relations Committee
<b>MEETING DATE</b>	June 16, 2022
<b>SESSION CLASSIFICATION</b>	Recommended session criteria from Board Meetings Policy: OPEN
<b>REQUEST</b>	For information only - No action requested
<b>LEAD EXECUTIVE</b>	Hubert Lai, Q.C., University Counsel
<b>SUPPORTED BY</b>	Gage Averill, Provost and Vice-President Academic pro tem, UBC Vancouver Rehan Sadiq, Provost and Vice-President Academic pro tem, UBC Okanagan Lorena Vlad, Legal Counsel

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### PRIOR SUBMISSIONS

The subject matter of this submission has not previously been considered by the Employee Relations Committee.

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### EXECUTIVE SUMMARY

The Graduate Student Teaching Policy was first approved by the Board of Governors in July 1992 and there are currently no Procedures associated with this Policy. The Responsible Executives for the Graduate Student Teaching Policy are the Provost and Vice-President, Academic (UBC Vancouver) and the Provost and Vice-President, Academic (UBC Okanagan). The Graduate Student Teaching Policy was revised in February 2012 to simplify and articulate more clearly the conditions and approvals that apply to all teaching appointments of graduate students requiring a Board of Governors appointment. No further substantive revisions have been made since 2012. The Graduate Student Teaching Policy sets out conditions for the purposes of: (1) supporting graduate students' engagement with their own programs of studies, and (2) ensuring that undergraduate students being taught by the graduate students are being educated by well-qualified instructors. Currently, the conditions set out in this Policy include the following:

1. The graduate student must have suitable academic credentials or experience to teach any course.
2. All teaching appointments of a graduate student made pursuant to this Policy require the written approval of the Dean of the Faculty of Graduate and Postdoctoral Studies (UBC Vancouver) (the "**FGPS Dean**") or the Dean of the College of Graduate Studies (UBC Okanagan) (the "**COGS Dean**"), as applicable.
3. Masters students may not normally hold teaching appointments unless their Masters degree program is the highest level credential offered at UBC in that field of study or the FGPS Dean or the COGS Dean, as applicable, grants an exception.
4. There are limits on the number of credits that students may teach. For example, there is a limit for doctoral students who have been admitted to candidacy of up to nine credits of course work per academic year, with no more than six credits of course work per term.
5. Generally, doctoral students who have not yet been admitted to candidacy may only be granted teaching appointments in special circumstances and are limited to a certain number of credits of course work per term. Further, prior written approval is required from the doctoral student's department graduate research supervisor and graduate advisor or department head.

6. Neither Masters nor doctoral students may hold appointments to teach a graduate course unless an exception is granted by the FGPS Dean or the COGS Dean, as applicable.
7. When determining whether to approve a teaching appointment of a graduate student, the FGPS Dean or COGS Dean, as applicable, must consider whether the graduate student is making satisfactory progress in the student's degree program.

There are a number of concerns with the Graduate Student Teaching Policy:

1. The Policy was created many years ago when there was a UBC Graduate School policy that limited the weekly hours that graduate students were allowed to work outside their studies, which was consistent with a Tri-Agency scholarship policy. Both the UBC Graduate School policy and the Tri-Agency scholarship policy have since been rescinded.
2. There has been a shift in culture and, while universities have a role to play in ensuring that graduate students make adequate progress through their programs, it is no longer seen as appropriate for universities to direct or manage the hours that students work outside of their studies.
3. Other U15 members do not appear to have similar Board policies restricting student access to sessional lectureships or requiring graduate school approval for their hiring.
4. There are no policies at UBC mandating the weekly hours required for graduate students to make adequate progress in their programs, nor are there policies restricting in any way what they can do in their time not spent on their studies. In particular, there are no policies requiring approval from the FGPS Dean or the COGS Dean for graduate students to obtain any other forms of employment at UBC.
5. An analysis of recent UBC doctoral student data has not indicated any problematic outcomes for students employed as sessional lecturers (for example, no attrition has been observed and the average time for program completion is only slightly higher than average), so the repeal of the Graduate Student Teaching Policy is unlikely to have a negative impact on academic outcomes.
6. Currently, very few students are teaching the maximum allowable credits (14 of 3,641 PhD students) so the removal of total credit restrictions would not have a significant impact.

In view of the foregoing, the Dean and Vice-Provost of Graduate and Post-Doctoral Studies has recommended that the Graduate Student Teaching Policy be repealed.

If the Graduate Student Teaching Policy is repealed, the hiring of graduate students to teach will continue to be at the discretion of the applicable department, and the departments will continue to ensure that, like all teaching staff, they have the appropriate credentials and are not placed in situations with conflicting interests.

The proposed repeal has been considered by the following, who all support the proposed repeal:

1. members of the UBC Vancouver Graduate Academic Policy Committee (including representatives from the Graduate Student Society);
2. members of the UBC Vancouver Graduate Council (including representatives from the Graduate Student Society);
3. the UBC Vancouver Deans;
4. the Dean of the College of Graduate Studies;
5. members of the UBC Okanagan Graduate Council;


6. UBC Faculty Relations;
7. Andrew Szeri, the then-Provost and Vice-President Academic, UBC Vancouver;
8. Provost and Vice-President Academic pro tem, UBC Vancouver; and,
9. Provost and Vice-President Academic pro tem, UBC Okanagan.

Subject to any input from the Employee Relations Committee, the Office of the University Counsel will proceed to community consultation. It is expected that the proposed repeal of the Graduate Student Teaching Policy will be published with a call for comments from the end of June 2022 until mid-September 2022. The call for comments will be published on the Office of the University Counsel website and in UBC Today. The Office of the University Counsel will review all comments received through this consultation process in October 2022 with the Responsible Executives for the Graduate Student Teaching Policy, the FGPS Dean, the COGS Dean, and any other individuals whom the Responsible Executives wish to canvass. Following this review, it is anticipated that a final recommendation will be presented to the Board at its meeting in December 2022.

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**SUPPLEMENTAL MATERIALS (optional reading for Governors)**

1. Graduate Student Teaching Policy AP7

 <p><b>The University of British Columbia Board of Governors</b></p>	<p><b>Policy No.:</b> <b>AP7</b></p>
<p><b>Long Title:</b> Appointment of Graduate Students to Teach a Course Requiring a Board of Governors Appointment</p>	
<p><b>Short Title:</b> <b>Graduate Student Teaching Policy</b></p>	

### Background & Purposes:

Teaching experiences can be an important part of the professional development and formation of students in graduate programs. Graduate students provide the University with an important resource in support of its educational mission. This Policy sets out conditions to support the graduate student's engagement with his or her own program of studies and to ensure that the undergraduates he or she teaches are being educated by a well-qualified instructor.

### 1. Scope

- 1.1 This Policy applies to teaching appointments requiring a Board of Governors appointment (“**Board Appointment**”) in academic departments, schools, programs and faculties (including Continuing Studies appointments).

### 2. Conditions on Graduate Student Appointments

- 2.1 A graduate student must have suitable academic credentials or experience to teach any course that he or she is assigned.
- 2.2 All teaching appointments of a graduate student made pursuant to this Policy require the written approval of the Dean of the Faculty of Graduate Studies (UBC Vancouver) or the Dean of the College of Graduate Studies (UBC Okanagan), as applicable, in addition to any other specific approvals required under this Policy.
- 2.3 A Masters student may not normally hold an appointment to teach a course in which a Board Appointment is required, unless the masters degree program in which the student is enrolled is the highest level credential offered at the University in that field of study, or unless the Dean of the Faculty of Graduate Studies (UBC Vancouver) or the Dean of the College of Graduate Studies (UBC Okanagan) determines that an exception may be made. Such an appointment will be a part-time appointment as a sessional lecturer and will be limited to a maximum of three credits of course work per term, up to a maximum of nine credits of course work from July 1<sup>st</sup> to June 30<sup>th</sup> (the “**Academic Year**”).

- 2.4 The following lists two main categories of doctoral students who may be considered for teaching appointments requiring a Board Appointment and specific conditions that apply to each:
- 2.4.1 Doctoral students admitted to candidacy: If a doctoral student has been admitted to candidacy, he or she may be granted a part-time appointment as a sessional lecturer to teach up to nine credits of course work per Academic Year, with no more than six credits of course work per term.
- 2.4.2 Doctoral students not yet admitted to candidacy: In general, a doctoral student not yet admitted to candidacy may only be granted an appointment to teach a course in which a Board Appointment is required in special circumstances. Such an appointment will be a part-time appointment as a sessional lecturer and will be limited to a maximum of three credits of course work per term, up to a maximum of nine credits of course work per Academic Year. In cases where a doctoral student not yet admitted to candidacy holds suitable credentials independent of those being acquired through pursuit of his/her degree program, he or she may be appointed to teach up to six credits of course work per term, up to a maximum of nine credits of course work per Academic Year. In either case, prior written approval is required from the doctoral student's department graduate research supervisor and graduate advisor or department head.
- 2.5 Neither a Masters nor a doctoral student may hold an appointment to teach a graduate course. Exceptions may be granted at the discretion of the Dean of the Faculty of Graduate Studies (UBC Vancouver) or the Dean of the College of Graduate Studies (UBC Okanagan), as applicable, where he or she determines that:
- 2.5.1 allowing such an appointment is unlikely to give rise to any conflict of interest issues;
- 2.5.2 the appointment meets all other requirements of this Policy; and
- 2.5.3 the appointment is consistent with the purposes of this Policy.
- 2.6 Decisions whether to approve a teaching appointment of a graduate student, as contemplated in Article 2.2 of this Policy, shall take into consideration whether the graduate student is making satisfactory progress in his/her degree program. Approvals for a doctoral candidate whose program has been extended will be granted only under exceptional circumstances at the discretion of the Dean of the Faculty of Graduate Studies (UBC Vancouver) or the Dean of the College of Graduate Studies (UBC Okanagan), as applicable.
- 2.7 In any case, unless the Dean of the Faculty of Graduate Studies (UBC Vancouver) or the Dean of the College of Graduate Studies (UBC Okanagan) determines that an exception may be made, teaching appointments will not normally be made if they will raise a student's employment commitment to the University above the level of 12 hours per week averaged over the year. An appointment at the University as a Graduate Research Assistant will not, for the purposes of this Article 2.7, be considered to be an employment commitment to the University.
- 2.8 Prior to accepting an appointment under this Policy, graduate students are advised to ensure that the number of hours worked under such employment will not affect his or her eligibility to

receive or maintain scholarships and fellowships, whether they are internally or externally funded.