

PRESIDENT'S REPORT TO THE BOARD

Reporting period from November 1 to December 18, 2020

PRESIDENT'S OFFICE

ACADEMIC & PROVOST

With regard to academic continuity, the Spring 2021 term will see a slight increase in in-person and mixed-mode classes with Lonsdale creating some additional space capacity. Significant numbers of faculty are participating in activities offered through the Centre for Teaching Excellence (CTE), reflecting the commitment of faculty to adapt and focus on student engagement with the continued pandemic. The provincial learning continuity group (vice-president academics/provosts and Ministry) continues to share current status and to collaborate on future approaches in the post-secondary sector.

Positive progress continues with the development of the next academic plan, building on the good work of the last academic plan and aligned with [Envisioning 2030](#). Over the fall, idea generation, input and consultations have been underway. University community input was provided through written submissions, online idea crowdsourcing, focus groups with students, virtual thematic dialogue sessions and advice and feedback from the Academic Plan Advisory Group, Academic Leadership Council and (Senate) Academic Planning and Program Review Committee. Over January, along with Senate advice and input, additional consultations are planned with each faculty and academic unit. An updated final plan is anticipated for the February 2021 meetings of Senate (projected) for recommendation to the Board of Governors for approval.

An initial set of recommendations have been received from the Equity, Diversity and Inclusion Action Group that have been included with the University processes with integrated planning. The VP academic & provost participated in several activities, including attendance at CCDI webinars, a faculty association organized forum on "Advancing Human Rights" with Dr. Dori Tunstall and the Capilano Students' Union organized conference, *Catalyst: from agitation to action*.

Additional activities include active participation in several functions associated with the recent seven-year accreditation process with the North West Commission of Colleges and Universities, a new working group under the office focusing on micro-credentials (co-chaired by the director of academic initiative & planning and the director of continuing studies), and appointment of a special advisor (faculty) with prior learning and learner competency assessments to focus on (re)developing processes, practices and contributing to renewed policy in concert with enhancing awareness and understanding of the value and approaches to learner assessment(s) that can lead to academic credit or unique learner pathways for credential completion. A faculty advisor has also been appointed to the faculty development liaison role, chairing the Faculty Professional Development Committee and other related activities to assist faculty to remain current and active in their discipline through professional development, research and scholarly/creative activity.

FACULTY OF ARTS & SCIENCES

- » The new dual-credit course: **INST 110—Making Change: Regional Research and Action** has been approved and will be offered for the first time in summer 2021. Approximately 25 students will be taking this course, about half of whom are from the North Vancouver School District (NVSD). A proposed new post-baccalaureate diploma program for K-16 teachers/faculty is also under development in collaboration with the NVSD and the British Columbia Teacher Qualification Service.
- » The Stage 1 (Initial Assessment) proposal for the Writing & Literature degree program under development by the English department was reviewed by the Degree Quality Assessment Board at their November meeting. The University is now awaiting the Minister of Advanced Education and Skills Training's decision as to whether the University may submit a full proposal requesting authorization to deliver the proposed credential.

- » Two site reviews by the Degree Quality Assessment Board for the proposed Bachelor of Science— General degree program and the Bachelor of Arts, Major and Minor in Psychology were held in November. Recommendations are anticipated at a future DQAB meeting for the next steps of the approval process.

FACULTY OF BUSINESS & PROFESSIONAL STUDIES

- » School of Business faculty Carolyn Stern was recently featured in the Vancouver Sun, discussing emotional intelligence during the pandemic and our new elective EQ course launches Spring 2021. <https://vancouversun.com/news/local-news/1202-covid-emotional-intelligence>
- » The School of Business submitted its self-study report to the Accreditation Council for Business Schools and Programs (ACBSP) and an external review has been scheduled for March 8–10, 2021. The review process includes evaluators meeting with key institutional and School of Business leaders, students, employees, alumni and program advisory board members. A decision about our request for accreditation is anticipated in June 2021.
- » The School of Business is finalizing development of a new minor in Business. Business and entrepreneurial skills are relevant to many professions and industries and this option may be attractive for students in other degree programs.
- » Thanks to the generosity of Neptune Terminals one student team from the course: *Introduction to Supply Chain Management and Sustainability* received \$1000 for securing the highest grade for their research project on sustainable sourcing and application of N-95 masks.
- » In December 2020, the City of North Vancouver established its first Barklet: a parklet (small temporary public space) for dogs and their owners. The Barklet idea was originally developed in fall 2019 by a team of students in the course BADM 466 as part of a CityStudio collaboration between Laurie Prange Martin and the City of North Vancouver's Placemaking team. The students pitched their idea at City Hall during the HUBBUB #1 project showcase. Link to article: <https://www.capilano.ca/about-capu/get-to-know-us/news/2020/title-1259160-en.php>
- » John Fairlie, faculty, School of Legal Studies, finished writing a new edition of one of his two introduction to law books: *A Brief Introduction to Law in Canada*, 2nd ed 2021 (Emond Publications). Among the numerous updates, John included a section on Indigenous peoples and the law, including topics on Truth and Reconciliation and the UN Declaration on the Rights of Indigenous Peoples.
- » Deb Jamison, faculty, School of Legal Studies, has been asked to chair and recruit speakers for the virtual Trial Lawyers Association of BC paralegal seminar on March 3, 2021. The seminar entitled, "Rising above Adversity" will look at the relationship between the law and the legal profession—from the perspective of practitioners in family law, immigration law, indigenous law, animal law and personal injury law—as they relate to current issues including COVID-19, Black Lives Matter and Indigenous rights (including trauma-informed practice) and how to cope with the anxiety of 2020 and build resiliency. Two of the esteemed speakers are practicing lawyers and faculty members from the School of Legal Studies: Jeevyn Dhaliwal, QC and Victoria Shroff.
- » The School of Communication has developed a non-degree concept paper (Post-Baccalaureate Diploma in Professional Communication) for review and possible recommendation to proceed to program proposal stage.

FACULTY OF EDUCATION, HEALTH & HUMAN DEVELOPMENT

- » The Early Childhood Care and Education (ECCE) department received funding from the Ministry of Advanced Education and Skills Training for the expansion of ECE programming in Sechelt and Squamish as part of the provincial government's COVID-19 Economic Recovery Plan. The funds will be used to deliver a part-time ECE diploma program in these communities in 2021/22 and 2022/23.
- » Based on her collaborative research over the past decade, ECCE faculty Sylvia Kind is co-leading a webinar presentation supported by the University of Arkansas Center for the Study of Childhood Art on "Choreographies of Practice: Mutualities and Sympoetic Becomings in Early Childhood Teacher Education" on January 25, 2021. The presentation explains what becomes possible for teacher education when artistic and pedagogical situations are designed at the intersection of pedagogista and atelierista work, important components of practice at the Capilano University Children's Centre.

- » The most recent issue of the *Journal of Childhoods and Pedagogies* was published in December 2020. ECCE faculty members were instrumental in establishing the journal and faculty Annabella Cant is the current editor. The December issue was published with editorial support from faculty Tahmina Shayan and contains articles by faculty Elaine Beltran-Sellitti and Kelly Pickford, an educator in the University's Children's Centre.
- » Overcoming the challenges of completing practicums during the pandemic, second-year Rehabilitation Assistant Diploma Program (RADP) students successfully completed the program in December. Students were placed in health authorities across the province in July/August and Nov/December, under the supervision of occupational therapists and physiotherapists. Many have accepted employment offers.
- » In December 2020, the WISH Drop-In Centre and Capilano University celebrated 20 years of collaboration at the WISH Learning Centre in the Downtown Eastside. Faculty Lucy Alderson and Betsy Alkenbreck from the Community Development and Outreach (CDO) department were key figures in the founding and growth of the centre, which supports the learning needs of women in the street-based sex trade and has been the site of significant community-based action research. More information on the learning centre can be found here: <https://wish-vancouver.net/learning-centre-20-years/>
- » Faculty in the Health Care Assistant (HCA) Certificate program have played key roles in the development and launch of the new Health Career Access Program by the provincial government in response to COVID-19. The program, led by the Ministry of Health, will provide funding to hire 3,000 health-care support workers into long-term care and assisted living facilities. These workers will carry out non-direct patient care duties while studying in modularized, work-integrated Health Care Assistant programs delivered by public post-secondary institutions, permitting students to complete their program while working. Graduates will then be hired by health authorities as health-care assistants. Capilano University will be delivering pathway programs in North Vancouver and Sechelt, starting in May 2021.
- » The Adult Basic Education department has developed a new course, BFNS—First Nation Studies, an upgrading course that teaches social science topics in the context of shísháhlh history and culture. The department is pleased to welcome Candace Campo, a shísháhlh Nation member, to teach the course.
- » Faculty members at the Ts'zil Learning Centre in Mt. Currie have launched an Indigenous languages mentee initiative to support the Lil'wat and shísháhlh Nations in efforts to revitalize their languages. The initiative supports a team of three mentees in each community to work with experienced language instructors to acquire important knowledge for becoming language instructors themselves. The initiative is being supported by the Office of Indigenous Education and Affairs and draws on funds associated with the University's Aboriginal Service Plan.

FACULTY OF FINE & APPLIED ARTS

- » Given the practical and applied nature of Fine and Applied Arts (FAA) programs, the faculty and staff have done outstanding work to re-envision and adapt many programs to a blended model of in-person and remote learning. Where in-person instruction has been essential and with support from OHS, facilities and scheduling, FAA faculty and staff have worked collaboratively to maintain continuity for learners and to devise and implement a plethora of adaptations, including classroom sizes, barriers, wayfinding, community groups, PPE and protective barriers.
- » As in the broader University, several of the FAA programs also shifted to 100% remote format commencing in fall 2020. Given their disciplinary foci and in some departments, robust technical needs, these online adaptations are remarkable (e.g., Bachelor of Performing arts, Bachelor of Design, 2D and 3D Animation, and Visual Effects). In the fall of 2020, and due to in part to the pandemic as well as the outreach efforts of Music faculty member Lars Kaario, the Conducting Certificate program ran for the first time in many years in a completely online format. January will see the start of some practical courses in Motion Picture Arts (e.g., cinematography and post-production). These adaptations ensure important learning outcomes and provide additional benefits for the well-being of students and faculty.
- » In collaboration with our Indigenous Digital Accelerator, Doreen Manuel (director of the BOSA Centre) secured a grant from the Indigenous Screen Office (ISO) based on a proposal to build a short re-skilling Indigenous Film Producing program to enhance equity opportunities for Indigenous workers in film business affairs. These funds will go towards program development, delivery and student tuition. They are matched in part by Telus Storyhive's previous financial contribution and will also be matched in part by the accelerator. In collaboration with Continuing Studies, the program will be developed this spring. Tuition will be fully funded for participating Indigenous film and transitioning business professionals who seek re-skilling to pursue careers in film business affairs. These significant

private sector investments support CapU's strong commitment to Truth and Reconciliation and create opportunities to enhance equity and diversity in Canada's film sector.

» Creativity is flourishing in the School of Design amidst COVID-19. The faculty's commitment to providing transformative educational experiences and to train students for creative roles in B.C.'s knowledge economy is evidenced through the faculty's completion of its concept-stage proposal for a new Interactive Design program. Big thanks to Carol Aitken, Judy Snaydon, Jai Kun Sun Kjwa, Christina Lee Kim Koon and Kira Brayman for their work in the fall of 2020. This commitment is also evidenced in graduate spotlights. IDEA recently caught up with Daniel Pahl (Grad 2019) for a grad spotlight on life after graduating from IDEA School of Design. Many congratulations to Daniel on illustrating a new children's book by author Nikki Hedstrom! "A Thought is a Thought" is available at Indigo, Barnes & Noble and Amazon. The full graduate spotlight on Daniel can be found on the IDEA School of Design blog.



» The BMPA's commitment to providing highly relevant curriculum and exceptional experiences is persisting throughout the global pandemic. Mika Heiskanen, Mia Oberholzer, Michael Tsen, Natalia Bahamon and Ethan Sands won a gold award in the Spotlight Short Film Award (Atlanta, Georgia) for *Detached*. Their film follows the five stages of grief—denial, anger, bargaining, depression and acceptance—through five people, each in their own homes during the pandemic.



» Similarly, new remote working circumstances afford employees in B.C.'s animation, visual effects and gaming industries lifestyle and business model advantages as big animation studios (e.g., Sony Imageworks, Atomic Cartoons) were able to move their employee home and shed operating costs. Students and employees in CapU's corresponding digital-creative programs continue to work mainly remotely and CapU's students have the benefit of being able to prepare for remote work on digital platforms.

» During the pandemic, Brandon Moon (2019 animation graduate) won a competitive internship as a story artist at Pixar last year (August–November 2020). Brandon will be back at Pixar working on a story residency beginning at the end January 2021. The panel to the right highlights a story point from the script.



» Wei Li, Class of 2012, 2D Animation Diploma, was awarded an Emmy for Individual Achievement in Animation in the Storyboard Artist category. Wei was chosen from a record number of submissions by a jury of industry artists for his work on the series, "Carmen Sandiego". The series was directed by another CapU 2D Animation grad, Kenny Park (Class of 2002). Kenny has recently moved on from "Carmen Sandiego" to become head of story at Netflix. Wei is working on a personal film as our artist-in-residence and giving advice and talks to students while in production.

» Although live entertainment is suffering around the world, demand for streaming content and content in film, television and games has actually grown during the pandemic. BlueShore at CapU has taken this time to re-envision its services. With support from BlueShore Financial, CapU has purchased vital live-streaming technology to support virtual audiences. The BlueShore at CapU's longtime director of programming, Fiona Black, has been experimenting with backstage content, streaming interviews and drawing audiences to new platforms, including Instagram and Facebook. Fiona's recent interview with guitar act Paul Pigat received coverage in the [Georgia Straight](#). Once permitted to bring live audiences back to campus the theatre will introduce touchless ticketing system technology.

» Our current situation has demanded new and innovative approaches to ensure that student performances and productions can continue. For example, in the fall of 2020 CapU's Theatre, Costuming and Arts and Entertainment Management programs produced the BlueShore at CapU's first student-led livestream performance, "The Secret in the Wings."



» Similarly, CapU's music programs have also made significant performance adaptations. The Music diploma and the Capilano University Singers and Festival Chorus produced this haunting rendition of "Lully, Lulla, Lullay" (Philip WJ Stopford) as well as many other powerful virtual performances. Congratulations to Lars Kaario (conductor/director), Preston Lee (audio/video producer) and all performers.



» First-year Arts and Entertainment Management (AEM) student Levvi Bauer released an extended play (EP) or mini album. Second-year AEM student Angus Thomson also released an EP under the name "Still My Animal" and first-year AEM student Emma Jeffries is launching an Indigenous Queer Arts Collective.

» Jazz faculty Jared Burrows released a COVID-19 inspired CD, "Souvenirs de La Seine", featuring multitracking and overdubbing. Jared played many instruments himself and collaborated with other musicians from remote locations.

» CapU Jazz alumna Amanda Tosoff (B.Mus 2005) founded Music Arts Collective with former CapU instructor Jodi Proznick. It's a series of online educational seminars on jazz that has been successful in its pivot to online learning.

FACULTY OF GLOBAL AND COMMUNITY STUDIES

» The Schools of Tourism Management & Outdoor Recreation participated in Explore with four micro-lectures:

- The Future of Travel: Research tells the story
- Study and Travel: The Vietnam Experience
- Tourism for Outdoor Adventures
- The Future of Travel: Hybrid Events that Take Us Beyond Borders

» Faculty Stephanie Wells represented the schools as part of a CIE collaboration with Student Recruitment Tours (SRT). She presented to 500 registrants from around the globe with top ranked hospitality schools Glion/Les Roches and Hotel school, the Hague.

» Joanna Jagger, faculty, was interviewed by College Contact to encourage German students to study tourism & hospitality abroad. This was a collaboration through the Centre for International Experience (CIE).

» Nazmi Kamal is participating in the Cap Universe Lecture 'Travelling to Save the World's Gastronomical Traditions' Thursday, March 11, 2021.

» Congratulation to two faculty members who were successful with CapU's Unified Grant, Nazmi Kamal and Paolo Fresnoza, for upcoming research on impacts of COVID-19.

» Of the 14 scholarships awarded in 2020 by Local Government Management Association (LGMA), a partnering organization with CapU, five scholarships went to current Public Administration (PADM) students and two alumni.

» Of the 37 scholarships awarded by the Board of Examiners (accrediting body) in 2020, 30 are expected to be given to PADM students.

» Due to demand from students for kinesiology courses, the school has recently hired three non-regularized faculty for the Spring term to teach six sections that have been added to their course offering.

- » The School of Kinesiology is playing a role in Move More North Shore with project design, implementation and evaluation of the program and collaboration with external partners (Vancouver Coastal Health and North and West Vancouver Recreation) in partnership with athletics & recreation.
- » Four kinesiology students were hired as active health coaches for the University's well-being activities.
- » Kinesiology faculty, Donna Perry and Kyle Guay, will present at the well-being monthly motivational meeting in partnership with athletics & recreation.
- » Bridget McClarty, faculty, School of Global Stewardship, is participating in the Cap Universe Lecture 'What does it mean to have a meaningful, or spiritual, connection with nature?' Thursday, April 8, 2021 and participated in a [60\(ish\) Seconds Capsule Story](#).

KÁLAX-AY THE SUNSHINE COAST CAMPUS

- » The VP academic & provost chaired the newly formed Capilano kálaš-ay Advisory Council (CKAC) in October. There was excellent participation from local leadership. The regional director and VP academic & provost look forward to convening again in early February.
- » The first semester finished well, and the Health Care Assistant faculty reporting the first-ever online teaching was a success. The program started with 16 students with two returning students joining for practicum in 2021.
- » The dean of education, health and human development and the kálaš-ay regional director have organized a local Health Care Workforce Planning Table. The purpose of this planning group is to gather local health-care employers and partners to discuss and plan for immediate and long-term human resource needs in the region.
- » Jessica Silvey joins the University as the Indigenous faculty advisor at the kálaš-ay campus. Jess has delivered the cultural component for learners in the Pathways to Higher Learning program (P2HL) these past two years. She grew up on the Sunshine Coast and is of shíshálh and Squamish descent. Plans are underway to invite an Elder to work with Jessica, students and employees and to contribute to the vital work of Indigenization at the regional campus.
- » BFNS 052 First Nations Culture and History will be offered for the first time at the kálaš-ay Campus this Spring term to students in our Pathways to Higher Learning program. We welcome Candace Campo, a shíshálh Nation member, who will instruct this course is part of our Adult Basic Education course offerings, focusing on the shíshálh Nation.

INDIGENOUS EDUCATION AND AFFAIRS

- » The IEA Indigenous Plan is progressing with some adjusted timelines given the pandemic realities in order to ensure outreach and engagement with Indigenous students to contribute to the plan.
- » IEA is currently establishing a date for the Awakening Ceremony for Skw'chays. This typically happens after the University reading week. The ceremony will be an adapted ceremony to fit within COVID-19 protocols.
- » Indigenous Student Services held their annual holiday gathering for students remotely, and has scheduled cultural events throughout the Spring term to provide connection, comfort and support to students.
- » In collaboration with IT, there is now an established fund for long-term loan laptops (one-term loans) for Indigenous students. This arrangement will extend past COVID-19, as access to technology is a recognized barrier for Indigenous students. IT has also enhanced support for computers at the Ts'zil Learning Centre, increasing community access.
- » We have seen a significant growth in requests for Indigenous language programming and are providing additional supports to the Sechelt and Lil'wat communities, as they prepare their mentors to take on roles as teachers. This benefits the community and will provide a succession plan for the University with respect to language programming.

LIBRARY

» While the COVID-19 restrictions posed many logistical challenges, the Library was able to take advantage of recent trends in digital resources and services, as well as effective community relationships, to provide students the resources and services they need. As of Spring 2020, our collections were approximately 90% digital, and anticipating a long continuation of the remote learning environment, we have added a few key digital resources (such as Audio Cine Films), as well as a book sterilization machine to allow continued use of our physical collection of print books and DVDs. The result over the Fall term saw a net increase of over 13% in overall use of the Library collection (primarily digital) compared to the previous year.

» The remote teaching environment also creates new opportunities for the Library to work with programs and instructors to support their teaching. For example, to ensure remote access to physical DVDs, particularly for our MOPA classes, we developed a copyright-compliant solution that uses our existing streaming services and technology to provide online access to more than 100 films for faculty and student use throughout the Fall term with accolades shared by faculty.

» Reviewing the Fall term, teaching information literacy is another area where the Library's existing programs and relationships helped to provide effective service with more (virtual) sessions with active learning approaches provided than in previous terms. The virtual sessions were viewed positively by students:

- “Amazing teaching on how to recognize reliable sources and how to search reliable sources at Capilano Library website” (EAP100)
- “I had no idea how much "course specific" information is available!” (TOUR111)
- “It was very helpful, thank you! I didn't know most of this information before this class” (BIOL 210)
- “I loved the interaction in the class. I had a class with a librarian last year in person and it was mostly focused on how to find the books in the library so this was a great help on how the website works and where to find help if needed” (ENGL 100)

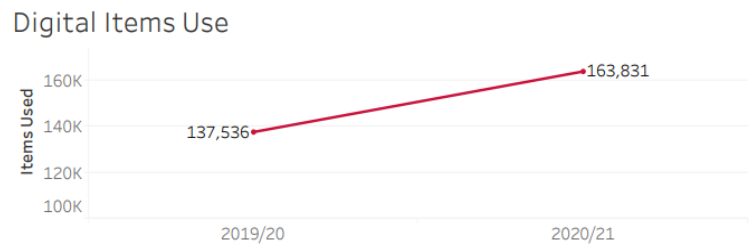
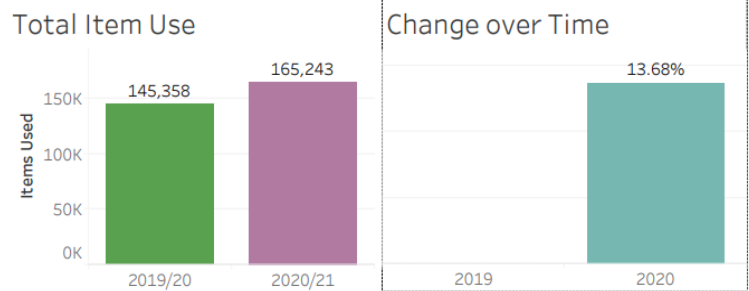
» On average, students rated these workshops as 4.41 out of 5, which improves on previous years' responses.

» Following the effective staffing plan developed for opening the Library in the Fall term, the Library will continue to offer open hours of 8 a.m.–7 p.m., Monday through Friday, for the Spring term.

ACADEMIC INITIATIVES AND PLANNING

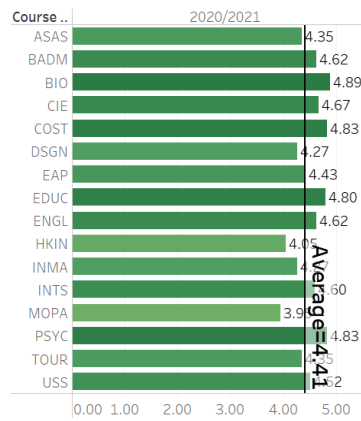
» In November 2020, academic initiatives & planning supported two external expert panel site visits in support of the Ministry's degree approval process for the proposed Bachelor of Science General and Bachelor of Arts with major in Psychology. The University has since submitted its institutional responses to the external expert panel's site visit

Library Items Used, Academic Year-to-Date Fall Term Comparison (Sept 1 - Dec 31)



Instruction - Class Rating

Overall Rating (/5)



Yearly Averages

Overall Ratings (/5)



reports. Pending the DQAB's recommendations at their January board meeting, the University is awaiting the minister's decision regarding approval to implement and launch the proposed credentials.

- » This spring, the director of academic initiatives & planning is co-chairing a Provost's Advisory Group on micro-credentials with the director of continuing studies to explore opportunities for expanding the incorporation of micro-credentials into the University's ecosystem. The Advisory Group plans to share its recommendations later this year.
- » CityStudio North Vancouver is up and running for spring 2021. Twelve course collaborations involving our city partners, students and instructors from Arts & Sciences, Business & Professional Studies, Fine & Applied Arts and Global & Community Studies are underway. To learn more about the spring 2021 collaborations and past projects, explore [CityStudio North Vancouver](#).

CENTRE FOR TEACHING EXCELLENCE

- » The Centre for Teaching Excellence (CTE) welcomes Educational Technology Specialist, Mary Watt, M.Ed. Mary is an experienced educational technology strategist, instructional designer and project manager and with many years' experience developing innovative technology-enhanced projects and learning programs. Our educational technology support for faculty and students continues to expand with increased demand for technology-enabled learning.
- » In consultation with faculty and student affairs, the CTE is developing new resources and programming around academic integrity to be available by February 2021. This includes a new online academic integrity module for all students, as well as faculty resources and workshops on the detection and prevention of academic misconduct.
- » In collaboration with the research group Academica, CTE Director, Laura MacKay, has now completed the background research, surveys and environmental scan on online and flexible learning at Capilano University and in the post-secondary sector in Canada. Campus-wide communication of the research, along with focused planning for online and flexible learning that aligns with the new academic plan will begin January 2021.
- » New programming has been developed for spring offerings on addressing triggers and micro-aggressions in the learning environment to further support anti-racist education.
- » During November and December, 288 individual faculty consultations occurred on teaching and learning and 137 faculty registered in workshops.
- » 214 students attended three sessions for the upcoming Spring term: (1) Introduction to ePortfolios (2) Introduction to MS Teams and Zoom and (3) a faculty panel discussion on succeeding in remote and online courses.

CREATIVE ACTIVITY, RESEARCH & SCHOLARSHIP



Photo credit: Bob Muckle and student research assistants begin archeology project focusing on artwork and material culture related to COVID-19

- » **Creative Activity, Research and Scholarship (CARS) Unified Grants Awarded:**
Building on the success of the internal research grants Unified #1 and #2, the CARS Office announced the results of the Unified #3, a COVID-19-focused grant. After peer adjudication, 10 faculty were awarded funding to hire student research assistants to work on faculty-based research projects related to COVID-19. Alongside these grant awardees, 18 student research assistants will help with research tasks such as co-designing virtual surveys and interviews, co-crafting journal articles and co-curating community-based outreach. We congratulate the following awardees:
 - **Bob Muckle (Anthropology):** *Documenting Artwork and Other Forms of Material Culture Related to COVID-19*
 - **Cheryl Schreder (Geography):** *Teaching and Learning in the Time of COVID-19*

- **Chi-Fu Wu & Mark Wlodyka (Engineering):** *A Study of Environmental Factors Affecting the Transmission of COVID-19 Virus*
- **Danyaël Lutgens & Jason Martens (Psychology):** *Campus Mental Health Services: Availability of care during the COVID-19 pandemic*
- **Greg Morrissey (Anthropology):** *What Constitutes Meaningful Participation of First Nations in Archaeological Fieldwork During a Global Pandemic?*
- **Karen Yip (Legal Studies):** *Digitally Driven Solutions for Connecting Students and Seniors Affected by the COVID-19*
- **Kirsten McIlveen (Women's & Gender Studies):** *Research on the Impact of COVID-19 on the Female Prison Population*
- **Nazmi Kamal (Tourism & Outdoor Recreation Management):** *Impacts of COVID-19 on Gastronomic Experiences in BC*
- **Paolo Fresnoza (Tourism & Outdoor Recreation Management):** *Critical Analysis of Diversity, Equity and Inclusion Initiatives in Post-COVID-19 Tourism Restart Strategies*
- **Tom Flower (Biology):** *Impact of Climate Change on Migratory Birds During COVID-19*

FINANCE & ADMINISTRATION

The finance & administration portfolio is responsible for financial planning and reporting, corporate services, facilities and capital projects, policy, privacy and governance, human resources and information technology for the University, while contributing strategic thinking and analysis to the University's momentum and progress towards 2030. This portfolio ensures the current and long-term effectiveness and sustainability of all financial functions of the University and its foundation, providing pathways to realize the priorities of the institution. This includes advising the Board of Governors on financial matters, capital projects, workforce planning and human resource matters and information technology.

Priorities for 2021–22 include digital transformation, developing a people plan, implementing priority projects as identified in the *Campus Master Plan* with a roadmap for campus sustainability, continuous improvement in financial planning, social procurement and enterprise risk management.

The focus for financial services continues to be on the integrated planning process and development of a draft budget for fiscal 2021/22, with assumptions related to the ongoing impacts of the pandemic. Development of the quarter three forecast is in progress and is due to the ministry in late January.

The Minister of Finance tabled legislation on December 8, 2020 to extend the government's budget deadline to the end of April. As a result of this change, deadlines for post-secondary institutions (PSI's) to submit the quarter three forecast reports was extended from December 18, 2020 to January 29, 2021.

FACILITIES SERVICES AND CAMPUS PLANNING

- » November allowed us to reflect on our COVID-19 safety in the Fall term and apply lessons learned to the Spring term planning. We worked closely with the faculties to ensure that all Spring courses have appropriate safety measures in place. We have evaluated all classrooms, workspaces and public spaces for physical-distancing measures, provided alternate furnishings where necessary and recommended and provided physical and administrative controls for safety. Specific attention was given to the School of Motion Picture Arts in their preparation for safely introducing a new cohort model that will have maximum in-person instruction.
- » A project is underway to reconfigure appropriate and COVID-19-safe work space for the IT department employees. The newly reconfigured space will allow for physical distancing while consolidating work teams into one space.
- » We have implemented a policy to issue employees ergonomic chairs to safely and comfortably work from home. Employees may request a chair with their supervisor's approval and pick it up at shipping and receiving.
- » A call-out process and priority list is being developed for an effective mass notification solution for the University. Work is also underway to improve the interface between Contact Security and the University Security within the reporting area, using a system called TrackTik.

- » Design of the new Centre for Childhood Studies continues. The space will include a childcare centre, academic laboratory, offices and classrooms. The building will target higher performance standards, including Step Code 4, LEED Gold certification and reduced greenhouse gas emissions, compared to conventional building code requirements.
- » The 1973 Library Building façade has reached the end of its useful life and will be replaced with a new high-performance curtain wall system in January 2021. The upgrade will provide increased occupant comfort, energy performance and reduce the University's overall deferred maintenance total by \$5M. In preparation for the Library Building façade replacement, we have been working with employees to temporarily relocate to alternate spaces for the duration of the renovation. Areas impacted are the Library, Centre for International Experience, Centre for Student Success, Indigenous Centre and the CSU.
- » Construction of the Centre for Student Success Phase 2 completes in January 2021. The new space enables student-facing support services to be brought together into one convenient location in the Library Building. Furniture and audio/visual equipment installations to enhance the student and staff experience will follow in the coming months.
- » A condition assessment is being conducted on the North Vancouver main campus' underground utilities services. These assessments are part of the asset infrastructure deferred maintenance capital planning process.

INFORMATION TECHNOLOGY SERVICES

- » The focus this month was heavily on the integrated planning process and continuing to improve and mature our project intake and prioritization framework. Given that the demand for IT resources and investments significantly exceeds capacity, there was a clear need to prioritize projects. This was done by applying a prioritization score to each project; the factors used in scoring include strategic alignment, risk mitigation, leverage potential, value to student, significance/impact, total cost of ownership/full disclosure of cost and quick wins. Those projects which are must-do in order to maintain existing assets, address regulatory and legislative compliance and/or to address significant risk were further prioritized. The final prioritization was reviewed by the Technology Steering Committee and endorsed for submission to the integrated planning process.
- » The University uses Microsoft Dynamics Great Plains (Dynamics GP) as its financial system, including procurement activities. The system has been outdated and under-maintained for some time; a plan has now been developed to upgrade the platform to a current version and to implement a number of foundational recommendations that will improve the platform's security and functionality. These activities will take place in Q4 of 2020/21 and a fulsome roadmap for further functional improvements and enhancements will be developed earlier in 2021/20.
- » Key initiatives relating to our student information system (Banner) continue to advance, including the curriculum reconfiguration project and the major platform upgrade. Both have made significant progress and remain on-track for completion as planned (February 2021 for curriculum reconfiguration and Q1 2021/22 for the Banner 9 upgrade). These projects build a strong foundation for further digital transformation in the Registrar's Office and beyond, and represent a significant undertaking.
- » Our chief information officer, Kristin Wilkes, was elected to the Canadian University Council of Chief Information Officers (CUCCIO) Board. CUCCIO is a non-profit, member-funded corporation representing more than 50 universities Canada-wide and brings together Canada's technology leaders in higher education to lead universities through the innovative and effective use of technology. CUCCIO works closely with a number of other organizations, including Universities Canada and CANARIE.

STRATEGIC PLANNING, ASSESSMENT AND INSTITUTIONAL EFFECTIVENESS

INTEGRATED PLANNING

- » Ongoing support has been provided to all areas in an effort to make the current planning cycle simple and effective. Submissions for the 2021/22–2023/24 Integrated Plan were received and the Integrated Planning Team is conducting the work to review and compile the information available in order to develop a final document. The team expects to complete a full draft by the end of January and, after some stakeholder feedback, present a final version of the plan in the second week of February. This final stage in our planning journey incorporates collaboration processes among

areas to enable a shift from an operational/individual unit view to a University view. We expect that this approach will get us better prepared to continue with the implementation of *Envisioning 2030* through integrated planning.

ENVISIONING 2030

- » Initial *Envisioning 2030* implementation efforts, along with learning obtained from the use of integrated planning as an alignment vehicle, will guide the next steps. The *Envisioning 2030* Team will continue to assist areas with customized processes to support alignment initiatives and goals. Follow up meetings will be organized with multiple areas to build upon the *Envisioning 2030* implementation work done in 2020. Consistent reference to the *Envisioning 2030* vision, purpose, values, framework, goals and priorities will pave the way to close planning gaps and to support university-wide efforts. We will continue to improve the effectiveness of the integrated planning process as an *Envisioning 2030* implementation and alignment tool.

SEM (STRATEGIC ENROLMENT MANAGEMENT)

- » A collaborative and iterative process was established between the deans, IR, RO, CIE and finance to forecast and actively manage the impacts of COVID-19 on enrolment numbers for the Fall and Spring terms. The process allowed the team to actively share frontline comments from students, as well as pressure test assumptions made for enrolment forecasts. Feedback for this collaboration was overwhelmingly positive and promoted timely data-informed decisions to better serve our students. It also yielded a spring enrolment forecast that is within 0.5% of the spring actual enrolment numbers (based on an update shared by finance on January 7, 2021).
- » A sub-set of the SEM committee met in November 2020 to review resources presented by the director of strategy and analytics regarding factors and trends that influenced enrolment. The resources served as a foundation to data-informed discussions regarding realistic FTE growth targets for the next few years. The attendees will review these resources in depth, prior to the next meeting. The next meeting will be a workshop to draft overarching goals for CapU SEM and to identify specific metrics to measure these goals.

CONTINUING STUDIES

- » Continuing Studies is continuing to develop and offer online programming. The Spring 2021 term will see the launch of a new micro-credential in advanced bookkeeping skills and new courses in persuasive selling, creating a business plan, creating a marketing plan, social media fundamentals, digital content marketing strategy, beginner's writing effective web content, Adobe Photoshop fundamentals, landscape photography, realty photography, memoir writing, diversity and inclusion in the workplace and restorative justice in education.
- » In partnership with the North Vancouver Chamber, Continuing Studies is offering a free online small business series to help small business owners pivot their operations to online marketing and sales. Webinars feature applicable knowledge and skills to develop an online presence and promote the business digitally.

CENTRE FOR INTERNATIONAL EXPERIENCE

- » COVID-19 conditions continue to impact international enrolment and recruitment. While there continues to be strong interest from international students to attend Capilano University, the ability to obtain study permits is constrained due to limited capacity and closures until recently of Visa Approval Centres (VAC's) in most countries around the world. Additionally, the two-stage process for visa approvals that was aimed to accelerate the approval process and provide a level of assurance to students so that they could begin studies online, was, until recently, also suspended. Following further breaks from operation due to the Christmas and New Year vacation period, VAC's are back in operation and processing a large backlog of applications. Wait times are difficult to estimate at this point in time.
- » Despite the challenges for students to gain visas, for the Spring 2021 term, we had over 400 accepted new international students. While this included approximately 200 students that had deferred from previous terms, it is a slightly higher number of pending new international students ready to enrol than spring 2020. To facilitate as many on-going registrations of new international students as possible for spring 2021, we extended the full tuition refund to the end of the stable enrolment period.
- » To build international enrolment for future terms, we have embarked on a diverse digital marketing strategy. This is a new undertaking for the University and the international department. We have translated and amended (for international audiences) the successful domestic campaign video into 11 languages (three verbal, eight captioned) and

we are embarking on a social media campaign through to the end of fiscal. We have also joined IDP Connect as a preferred partner to increase global presence through the hotcoursesabroad.com global platform.

- » Other recruitment and marketing initiatives include the establishment of our sub-regional office representatives in South America and South-East Asia which is in its final phase of implementation, we are extending our successful contract with MSquare Media (that run our India Sub-Continent office) to other South Asia countries (Bangladesh, Nepal, and Sri Lanka) and to central Africa. In addition, we have signed on and trained through our virtual tailored and online training platform over 120 new agents around the globe in the last four months.
- » Due to COVID-19 conditions, we had to cancel all study abroad activities for the Spring term despite strong applications and interest from students. These exchange activities have been deferred. Despite this, we have continued to engage with our partners in various ways. Of note, following faculty visits in 2019 and early 2020 with VIA University in Aarhus, Denmark, Michael Thoma, chair of MOPA, is leading CapU's involvement in a wide array of student-focused collaboration projects, including an international sustainability film festival that will provide opportunities for students to showcase their interests and talents across the globe.
- » Many further partnership initiatives are underway. These include articulation and pathway agreements with local international schools and articulation agreements with institutions in India and the Philippines. We have assigned two faculty members to assist with analysis to expedite these initiatives
- » In November, Director, International, Chris Bottrill, was elected chair of the BC Heads of International Group, representing all public post-secondary colleges and teaching intensive universities, plus BCIT and TRU. The group, consisting of senior international officers at these institutions share best practices, communicate on issues of common interest and advocate to provincial and federal agencies on issues of concern to the international education sector.

OFFICE OF INSTITUTIONAL RESEARCH

- » The team is excited for 2021 and proud of the accomplishments in the last six months. Since July 2020, we have:
 - Developed and/or improved 25+ different analytics dashboards
 - Delivered 20+ one-on-one sessions to onboard CapU Analytics users
 - Supported 20+ ad-hoc data requests received from units across the University
 - Created seven resource videos/infographics to strengthen data literacy and access across the University
 - Redesigned three key student-facing internal surveys to improve survey quality and increase response rates
- » These efforts contributed to our team's vision to become a trusted partner in data-informed decision making. Looking ahead to 2021, our priority will be to allocate more focus on both qualitative and quantitative strategic analytics, including a focus on research intelligence related to population trends, enrolment trends and the future of higher education. It also includes exploring predictive analytics as we continue to strengthen the quality and use of our operational metrics for decision making.

DIVISION OF STUDENT SUCCESS

LEARNING SERVICES

- » A concentration of just-in-time Learning Support Skills webinars were delivered through November with catchy titles: Maximize Focus and Minimize Distraction—Discover Study at its Best, Catching Up in School, The Power of Self-Testing and Why It Is So Important During COVID-19.
- » Learning support promoted its services during Explore by offering a webinar with academic support (29 attendees) and a virtual booth with counselling and learning support (29 attendees).

ATHLETICS & RECREATION

- » Athletics:
 - Completed six-month position as the interim manager of student housing and hired the permanent manager
 - Varsity teams ended training November 10, 2020 due to new COVID-19 restrictions
 - Preparation and meeting conducted for CSW renovations to showers and change rooms

- » Recreation:
 - Held a university-wide 'Food Bank Fun Run,' virtual run/walk for early December, where participants donated an item to their local food bank
 - Hosted '12 Days of Fitness,' 12-day series of workouts for the campus community and launched on Instagram
 - Continued with weekly virtual fitness classes (yoga, zumba & bootcamp) until the first week of December
 - Continued to offer weekly well-being sessions for employees until December 3
 - Preparing for the launch of grant-funded Move More North Shore program for January 2021
 - Preparing a video series of 'Five Minutes of Movement,' for campus community to use to bring more movement into their days (to launch in January)

CAREER DEVELOPMENT CENTRE

- » In November and December, we met with 112 students for various career development support.
- » We provided four resume writing, cover letter writing, interviewing and finding your purpose workshops to 89 students.
- » The CDC student career ambassadors participated in the course planning workshops organized by academic advising to share their experience with other students and introduce students to the CDC.
- » Participated in Explore by hosting an info session and a Finding Your Purpose workshop to 16 participants.
- » Our annual industry day event transitioned to a virtual event. We welcomed 15 employers from Canada Revenue Agency, RBC, Bench Accounting, First Nations Health Authority, Inventa Marketing and District of North Vancouver. The employers shared career tips, advice and info about career pathways within their organizations to 83 students.

COUNSELLING

- » Target X—Anecdotal analysis of appointments in November showed that the booking system was likely responsible for appointment wait times reductions during a busy month. Appointments cancelled online became available to other students, increasing re-bookings and opening the search for appointments outside of campus regular hours.
- » Counselling offered two workshops in November; Change Your Worry Habit workshop and Building and Maintaining Motivation in Uncertain Times.

STUDENT AFFAIRS

- » Ashley Bentley moved into the role of Manager, Student Affairs. The Student Rights and Responsibilities Advisor role is being filled.
- » The new sexual violence policy and procedures is complete and online, with the Sexual Violence Advisory Committee forming to begin policy implementation.
- » The peer leader appreciation event was held for all student volunteers and employees. Students painted, shared jokes, CapU stories and inspiration.
- » The student leadership series keynote speaker was Norm Leech, the executive director of the Vancouver Aboriginal Community Policing Centre (VACPC).

STUDENT HOUSING SERVICES

SPRING 2020 APPLICATIONS AND TURNOVER

- » Residence applications for spring 2021 opened on October 19, 2020. We have received 21 applications as of October 30, 2020. Three international students who were offered rooms in the fall have not been cancelled as they are still showing interest of arriving in November or December 2020.
- » Although Canada opened its borders to international students this month, we are not expecting many international student arrival. In collaboration with CIE, we continue to communicate isolation plans to all international students who

are interested to coming to Canada at this time. We are providing them with a list of hotels where they can book reservations to complete their 14-day isolation upon arrival in Canada and prior to moving into CapU housing.

- » Currently, we expect four to six students to move out of residence at the conclusion of fall 2020, a significant reduction from fall 2019 (45) that is primarily due to changes in our application process and priority for the Fall term.
- » We are able to offer a total of 175 rooms. With courses mostly remote, we have 20 vacancy. Based on the numbers above, we expect occupancy to reach 90–100% for the Spring 2021 term.

STUDENT WELL-BEING

- » Several recent surveys of students suggest their mental well-being has been devastated by the pandemic's social and economic consequences, as well as the continued uncertainty about their education. With this in mind, we fully adopted a needs-based programming model for events in housing. This model allows us to pay close attention to the well-being of our students and run safe, engaging wellness programs. Examples include online escape room, in-room spa day, online family feud, build your own snow globe etc.

REGISTRAR

- » Over 95% of the fall 2020 final exams were held online. Special health and safety plans were established for in-person exams. The scheduling team worked closely with both campus planning and health & safety team to establish comprehensive health and safety plans for in-person exams. As a result, the fall 2020 exam period was a success.
- » The Spring term start date has been pushed forward by one week and the term will now run from January 11–April 16. The final exam period will be from April 20–29. Courses for the Spring term will continue to be taught in the same adapted-delivery methods as the Fall term. 80% of the spring 2021 courses will be offered remotely (online) and the remaining courses will be offered as either fully in-person (12%) or dual delivery (mix of online and in-person, 7%). Planning for the spring final exams and Summer 2021 term is currently underway.
- » The XML High School Transcript project was completed on December 3, 2020. This project was a collaboration between Capilano U, Education Planner BC and the Ministry of Education. It allows XML high school transcripts to be sent directly to CapU by applicants via the Ministry of Education portal.
- » A major upgrade of the Banner self-service modules (student and faculty) is currently underway and is expected to be completed in March 2021. At present, the faculty module has been tested and once this module has been implemented, we will focus on the implementation of the student module. The new student self-service module will help improve the course registration process and make it easier for students to access their academic records.
- » On November 25, 2020 phase one of the Banner curriculum reconfiguration project was completed. During this phase, fall 2021 applicants were moved to the new program structure. The final phase of the project will be completed on January 30 and all active students will be moved to the new program structure.

FINANCIAL AID & AWARDS

- » Over \$1.2 million in scholarships, bursaries and awards were dispersed from September–December.
- » Collaborated with Indigenous Student Services to host a 'How to apply for scholarships & awards' workshop for Indigenous learners on December 1.
- » Financial aid advisors will be offering virtual info booths via Zoom and 'How to apply for scholarship and awards' workshops in January, as well as workshops on funding upgrading courses in both January and February.

ACADEMIC ADVISING

- » In November and December, advisors handled over 2,400 inquires through emails, phone appointments and virtual student appointments.
- » Four course planning workshops were facilitated by advisors in November to over 70 newly admitted students

- » Academic advising will offer virtual student drop-ins via Zoom starting in January. Drop-in advising will be for students who have taken 60 credits or less, have a program planner on file and have previously met with an academic advisor.

UNIVERSITY RELATIONS

University Relations' (UR) goals are to: enhance the University's reputation; develop positive relationships and secure resources to support University priorities. University Relations includes the departments of communications, marketing & digital experience, development & alumni relations and special events & ceremonies. UR also provides support for government relations and community engagement initiatives through dedicated efforts and the broader work of the portfolio.

UNIVERSITY RELATIONS

- » As a result of the recommendations contained in the Centre for Childhood Studies fundraising feasibility study, UR is moving forward to create a \$5M capital campaign to support the project.
- » In conjunction with campaign plans, the VP university relations began work to create the University's first asset inventory (programs, initiatives and physical spaces) for philanthropic and sponsorship support. The University's contractor, ViTreo, started interviews and conducting asset ranking sessions with members of CapU's internal communities. Next steps include creating accompanying policies and procedures to provide clarity and transparency concerning the authority and processes by which the University's assets are named and to ensure all University assets are named in accordance with the University's mission and values.



COMMUNICATIONS AND GOVERNMENT RELATIONS

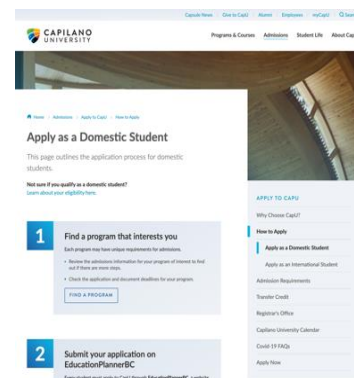
- » In November, CapU communications reviewed, updated and published to capilanou.ca its revised *COVID-19 Communications + Training Plan* to support the Spring 2021 term. The revised plan integrates inclement weather communication procedures for our locations in the context of COVID-19. The department has focused on diligently communicating adjusted procedures in light of the provincial health orders introduced in November and will continue to keep pace with the province's expectations for the orders that extend through January 8, 2021.
- » The November release of Capilano University President, Paul Dangerfield's second "President's Letter" was once again greeted with high interest and readership. The letter featured lessons in leadership and community building from students and faculty and a heartfelt farewell to Elder Ernest George—Slá'hólt—Hereditary Chief of the Tsleil-Waututh Nation, who made his way to the Creator on November 11, 2020.
- » Media relations highlights for this period include facilitating the *Vancouver Sun* feature on a new emotional intelligence course that will be offered by faculty member Carolyn Stern in the Spring term and insightful commentary in the *North Shore News* on public reading habits in a pandemic from English instructor Sheila Ross.
- » In March, a government relations plan was developed and had to be put on hold due to COVID-19 initiatives. The government relations firm Global was re-engaged and a plan is being developed for targeted relationships and approaches to all levels of government.

MARKETING AND DIGITAL EXPERIENCE

- » MDX has been focusing on optimizing the current brand campaign. Thus far, the early results are positive and we've seen:
 - Increase of 85.65% (visitors) to program-related pages
 - Increase of 38.28 in high value goal competition (inclusive of "Apply Now" and Contact Us)
 - Campaign impressions delivered, 4.9M
 - Total brand campaign video views: 624,654



- » Explore Night launched to great success, we had over 461 students engage with us from November 19–21. We will continue to collaborate with the RO and ensure follow up with the leads generated from this event.
- » Simplifying the admissions and application process on our website has been an area of focus, we've redesigned the key application processes in partnership with the RO. These new changes will be reflected on the public website in the new year.
- » IT and MDX have partnered to make a concerted effort to ensure our website is accessible to all. We will be training web editors to address accessibility issues when they are updating the main website.



DEVELOPMENT AND ALUMNI RELATIONS

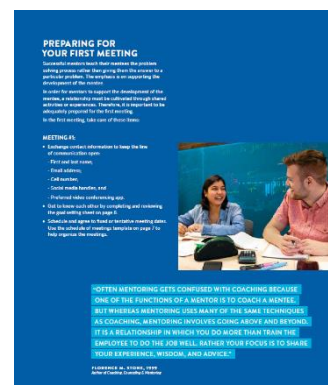
- » As of November 30, the foundation has raised 80% of its fundraising goal for 2020-21.
- » Monies raised specifically in support of scholarships, bursaries and awards (SBAs) reached \$311,134, as of November 30, 2020, 78% of the 2020-21 SBA fundraising goal. This includes two new awards focused on Motion Picture Arts (\$10,000), CapU's Health Care Assistant program (\$15,000) and a gift (\$18,500) from G3 Terminal Vancouver.
- » The foundation's year-end fundraising appeal emails were released on November 17 and November 30, with 19 gifts received between these dates.
- » G3 shares the University's commitment to supporting Indigenous learners through CapU's University One program and will serve as one of three sponsors, along with KPMG and Northshore Law, for the We Believe fundraising breakfast, scheduled for December 1, 2020, in support of the Paul and Catherine Dangerfield–Women's Bursary. By November 30, the foundation received 104 RSVPs for the event.



- » Work to support the Indigenous Digital Accelerator (IDA) project continued through the creation of two new gift agreements from Telus Story Hive and the Indigenous Screen Office (ISO), in support of the Indigenous Film Business Affairs Training program for more than \$75,000.
- » Planning continued on the 2021 Chancellor's Circle Dinner, Yuri Fulmer's first dinner with this important donor group. 120 individuals received invitations to the event. All proceeds will go towards childcare spaces in the new Centre for Childhood Studies.



- » **Alumni Relations:** After an extensive application process, 10 talented and dynamic CapU alumni were selected as the first cohort of mentees for the CUAU Mentorship program. The program is designed to empower the next generation of leaders by sharing knowledge, resources and support through a unique 12-month mentorship program. Mentees have been matched with leading industry experts across a number of industries and will receive one-on-one mentorship, networking opportunities and professional development training sessions. Mentee and mentors attended orientation sessions in November and all matched pairs completed their first mentorship meetings.
- » The alumni team partnered with recruitment to kick off Explore Night with a keynote address from CapU Business alumna, Amie Nguyen. Amie discussed her experience at Capilano University and how it led to her success as co-founder of PropelHQ. A performance by The Phonix band (made up of CapU Jazz alum) followed. The following



day, CapU alumni joined a panel session to share their experience at CapU and how it helped with their current professions.

- » As part of the CapUConnects event series, alumni relations hosted an album release event for CapU Jazz alumna, Sandra-Mae Lux. Fellow CapU alumni and current jazz students were invited to be the first to listen to Sandra-Mae's debut album, "Happily Ever now", discuss the inspiration behind the songs and attend an exclusive Q&A.




- » On December 3, Paul Dangerfield moderated the final session of the Shaping the Future lecture series this year. The "Solving Climate Change" webinar featured a panel of experts including Don Henry, strategic advisor to Al Gore and board member for the Climate Reality Project; Winnie Hwo, public engagement expert for the David Suzuki Foundation and CapU instructor and alumni, Roy Jantzen.
- » Alumni relations is pleased to partner with webnames.ca to offer CapU alumni a .ca website free of charge. This alumni benefit includes a free website, domain name and email account and is a powerful tool for alumni to launch a side business or showcase their experience to potential employers.

UNIVERSITY EVENTS

- » **November 17:** Presented a webinar to 96 post-secondary institutions across North America about the virtual installation of our new chancellor and how we pivoted to a virtual ceremony for the June convocation.
- » **November 19–20 Explore CapU Virtual Open house:** in partnership with the recruitment office, we developed, built and managed a three-day virtual open house, showcasing CapU in a unique way. This virtual open house was a huge success as the numbers show.
 - 55 sessions
 - 45 virtual booths
 - 137 exhibitors and speakers
 - 890 completed registrations (41% increase over March Explore)
 - 461 attendees (121% increase over March Explore)

Survey response showed that 86% of attendees were inspired to become CapU students!

WHAT WE LEARNED



- The importance of making the ceremony special for our chancellor and his family
- Live component added a unique energy and unforgettable moments
- Keeping the ceremonies separate allowed more guests to attend
- LG – we would be more specific regarding framing and location



The event required a team of seven to assist with trouble shooting for guests in the chat areas as well as managing the recruitment phone and email. Five staff hosts (representing recruitment, university events and alumni relations) managed the sessions which ran from 8:30 a.m.–8:00 p.m. both Friday and Saturday. There was a keynote address from CapU Alumni Award winner Amie Nguyen, followed by a performance from CapU alumni The Phonix band, as well as an alumni panel. The portal will remain open for six months for people to re-watch sessions or watch sessions that they missed.



» **December 1, 2020:** Supported development and alumni relations in the execution of their inaugural virtual fundraising event, “We Believe”. This required the coordination and delivery of breakfasts to 86 different individuals and the use of breakout rooms so that the 94 attendees could converse with their ‘table’ mates. The speeches and live presentations made for an inspiring experience.

» **December 7, 2020:** COVID-19 didn’t stop the holiday spirit at Capilano University! University events and human resources partnered to bring the campus the Holiday House Party for all employees which had a gingerbread-making competition and showcase on Zoom, followed by an online poll to determine the winner.



» **December 7–11, 2020:** The first step in providing our graduates with an amazing Convocation experience is giving them the opportunity to have professional graduation portraits taken. Working with OHS, the UE team successfully designed an event allowing 300 graduands an opportunity to come to campus in a safe and secure way to have their portraits taken.

This was a great trial run for our in-person credential pick up event that will be held the week of Convocation February 16–19, 2021. The event will invite graduands to campus to collect their credentials, program, graduation t-shirt and alumni pin, be congratulated by the president, chancellor or dean and their program representative and have professional photos taken with a maximum of two family members.