



SENATE MEETING
Tuesday, January 13, 2015 4:00 pm LB322

MINUTES

Present: Kris Bulcroft (Chair), Nanci Lucas (Vice-Chair), Carol Aitken, Jean Bennett, Don Bentley, Chris Bottrill, Brent Calvert, Cierrah DiCesare-Cawker, Calvin DeGroot, Sacha Fabry, Rick Gale, David Kirk, Reini Klein, Grace Makarewicz, Karen McCredie, Kim McLeod, Paul McMillan, Grace McNab, Jennifer Moore, Todd Nickel, Natahsha Prakash, Emma Russell, Sandra Seekins, Murray Stiller, Sharka Stuyt, Cheryl Webb, Stephanie Wells, Daniel Yasinski, Recording Secretary: Mary Jukich

Regrets: Julia Denholm, Leighan Crowe, Darin Feist, Ken Haycock, Violet Jessen, Brent Leigh, Michael Victor

The Chair called the meeting to order at 4:00 p.m.

1. Approval of Agenda

Sacha Fabry moved and Calvin DeGroot seconded:
The agenda be approved

CARRIED

2. Minutes

Grace McNab moved and Stephanie Wells seconded that:
The December 2nd, 2014 minutes be approved.

CARRIED

3. Chair and Vice-Chair's Reports

Chair's Report

David Kirk and Clay Little were thanked for their work in the Witness Blanket installation at the University.

Everyone involved in responding to the fire in the Library were thanked for their work in minimizing student disruption.

Senate was informed that Andrew Wilkinson was appointed as the new Minister of Advanced Education and it is anticipated that he will be visiting the University shortly.

Members were reminded that nominations are open for Honorary Degrees and Faculty Emeritus and names of candidates should be forwarded to either Chris Bottrill or Helen La Rusic.

Vice-Chair's Report

Peter Hedley, Manager of Student Affairs will serve as resource member on the By-law, Policy and Procedure Committee, replacing Joe Iacobellis.

In the absence of Leighan Crowe, Sharka Stuyt assumed voting rights for the Faculty of Business and Professional Studies.



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4. Business Arising

4.1 Senate Credential Policy Review Ad Hoc Committee

Presented by: Karen McCredie

The ad hoc committee met in December, and meetings were scheduled for every three weeks thereafter to meet the reporting deadline of May 12th.

4.2 Senate Ad Hoc Committee on Faculty Structure

Presented by: Nanci Lucas

Members were reminded that an ad hoc committee was previously proposed to assist with the implementation plan for the Strategic Plan. As consensus on the structure of the ad hoc committee was not previously reached and the implementation plan almost complete, an ad hoc committee for the original intent is no longer required.

During discussion, it was noted that in going forward, an ad hoc committee may be required and, as a result, it was suggested that this item be tabled.

5. New Business

5.1 Subcommittee Chairs' Meeting

Presented by: Nanci Lucas

Members were informed that the Senate subcommittee Chairs met in December, and a further meeting will be scheduled this term for further discussion and updates.

5.2 Senate Elections

Presented by: Karen McCredie

The Spring 2015 Senate Election Timeline is as follows:

Monday, January 19	Call for nominations
Monday, February 2 – 4:00 pm	Call for nominations closed
Wednesday, February 4 – 11:30 am	Orientation (BR 247)
Wednesday, March 4 – 12:01 am	Voting open
Tuesday, March 10 – 11:59 pm	Voting closed
Thursday, March 12	Election results announced

5.3 Senate Instructional Technologies Advisory Committee – Mandate

Presented by: Jennifer Moore

Senate was presented with a proposed revision to the Senate Instructional Technologies Advisory Committee mandate and request for the proposed revision forwarded to the Senate By-Law, Policy and Procedure Committee.



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On review of the proposed revision, it was suggested to add the words 'learning and' to the first bullet so that it reads;

To advise the Senate on strategic directions for developing and implementing effective learning and instructional technologies at Capilano University.

Stephanie Wells moved and Natahsha Prakash seconded that:

15/01 The Senate Instructional Technologies Advisory Committee mandate, as revised at Senate, be forwarded to the Senate By-law, Policy and Procedure Committee for review.

CARRIED

5.4 Alumni Awards of Excellence – Members for Selection Committee

Presented by: Cheryl Webb

Nominations are open for the Alumni Awards of Excellence and Senate was requested for three representatives (faculty, staff and student) to serve on the Selection Committee. The following members volunteered to serve:

Stephanie Wells
 Todd Nickel
 Natahsha Prakash

5.5 Graduates

Presented by: Karen McCredie

Senate was presented with a list of 474 graduates who had met the graduation requirements for their program.

Karen McCredie moved and Jean Bennett seconded:

15/02 That Senate approve the list of graduates as presented.

CARRIED

6. Standing Items

6.1 Strategic Plan

Presented by: Rick Gale

Senate was informed that the implementation plan was not completed by December 17th as previously anticipated. Work continues on the implementation plan and will be complete and brought to the Board in February.

7. Other Business

No other business was presented.



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8. Committee Reports

8.1 Curriculum Committee

Presented by: Jean Bennett

The resolutions brought forward from the December 19, 2014 Senate Curriculum Committee were presented to Senate.

Jean Bennett moved and Kim McLeod seconded:

15/03 SCC resolutions 14/93 to 14/96 be endorsed by Senate.

CARRIED

8.2 Budget Advisory Committee

Presented by: Nanci Lucas

The Committee met on December 16th; however, as a result of numerous circumstances, the Committee has not yet reviewed a draft budget. The Committee continues to wait for the implementation of the Strategic Plan to determine whether there will be any implications to the budget.

8.3 Academic Planning and Program Assessment Committee

Presented by: Kim McLeod

Senate was informed that the Committee is finalizing details for an assessment appreciation event tentatively scheduled for May, and further details will be brought to the February Senate.

Each assessment report will be reviewed by two members of SAPPAC using a rubric created by Dianne Ashbourne. Institutional Research will compile trends and SAPPAC will report to Senate annually in the Fall.

The academic planning working group continues work in developing a relationship with the APC Chairs, and alignment of the Strategic and Academic Plans.

Six key performance measures have been developed and taken to the Budget Committee for feedback. The feedback will be reviewed by SAPPAC and brought to Senate.

The Committee reported that concern was noted around the nature of the performance measures, and in this regard, SAPPAC presented to Senate a recommendation to establish a new committee to report only on performance measures.

Kim McLeod moved and Grace McNab seconded:

Senate establish a new Senate subcommittee to evaluate and report on performance measures.



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On discussion of the motion, members expressed concern with establishing, and the possible structure of the new subcommittee.

Paul McMillan moved and Sandra Seekins seconded that:

- 15/04** To table the motion and SAPPAC come back to Senate with a recommendation on performance measures and mandate of the subcommittee. **CARRIED**
1 abstention

8.4 By-law, Policy and Procedure Committee

Presented by: Nanci Lucas

S2015-01 Academic Agreements

Senate was requested to approve the S2015-01 Academic Agreements Policy. In the second paragraph, first line, the word "arrangements" should read "agreements".

Nanci Lucas moved and Jean Bennett seconded that:

- 15/05** The S2015-01 Academic Agreements Policy, as amended, be approved by Senate. **CARRIED**

S2009-07 Partnerships and Contracts

Presented by: Nanci Lucas

As this policy is being replaced with S2015-01 Academic Agreements Policy, Senate was requested to approve rescinding S2009-07 Partnerships and Contracts Policy.

Nanci Lucas moved and David Kirk seconded that:

- 15/06** Senate approve that S2009-07 Partnerships and Contracts Policy be rescinded. **CARRIED**

9. Discussion Items

9.1 Advice on Discontinuance of Programs or Courses Board Policy

Presented by: Nanci Lucas

Members were presented, for information, with the advice to the Board in reference to the Discontinuance of Programs or Courses Board Policy. As background, the Board previously requested Senate provide advice on the Policy and Senators were provided with an opportunity to provide feedback and suggestions. The comments received on the Policy were reviewed by the



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By-law, Policy and Procedure Committee and formulized into a one page summary of advice to the Board.

9.2 BC Skills Blueprint

Senate reviewed the BC Skills Blueprint PowerPoint presentation.

10. Information Items

None

There being no further business, and on motion duly made, the meeting was adjourned at 5:45 p.m.

Next Meeting: Tuesday, February 3, 2015
