



SENATE MEETING
 Tuesday, May 10, 2016 4:00 pm
 Capilano University – Room LB322

MINUTES

Present: Kris Bulcroft (Chair), Carol Aitken, Chris Bottrill, Brent Calvert, Julia Denholm, Caroline Depatie, Darin Feist, Debbie Jamison, Sylvia Kind, David Kirk, Reini Klein, Nanci Lucas, Grace Makarewicz, Karen McCredie, Kim McLeod, Paul McMillan, Grace McNab, Jennifer Moore, Jorge Ocegüera, Alysa Huppler-Poliak, Natahsha Prakash, Emma Russell, Sharka Stuyt, Michael Thoma, Cheryl Webb, Stephanie Wells, Bacel Younan, Recording Secretary: Mary Jukich

Regrets: Don Bentley, Leighan Crowe, Sacha Fabry, Rick Gale, Benjamin Glassen, Rhita Hassar, Brent Leigh, Sandra Seekins

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

1. Approval of Agenda

Items 7.1 Academic Initiatives and 9.2.2 Graduation Policy were removed from the agenda.

Stephanie Wells moved and Natahsha Prakash seconded:
 To adopt the amended agenda

CARRIED

2. Minutes

Natahsha Prakash moved and Bacel Younan seconded:
 To adopt the April 5, 2016 minutes

CARRIED

3. Chair and Vice-Chair's Reports

Chair's Report

Senators were reminded that the June 7th Senate meeting was re-scheduled to Tuesday, May 31st to ensure that Senators are available to participate at convocation ceremonies.

Kris continues to connect with external stakeholders and community members in supporting the University.

Kris acknowledged and thanked members for serving on Senate, and the various Senate subcommittees.

Vice-Chair's Report

In the absence of Sandra Seekins, Nanci Lucas assumed voting rights for the Faculty of Arts and Sciences.

In the absence of Don Bentley, Sylvia Kind assumed voting rights for the Faculty of Education, Health and Human Development.



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Nanci acknowledged and thanked Grace McNab and Kim McLeod who resigned from Senate effective July 31, 2016.

4. Correspondence

No correspondence was presented.

5. Business Arising

5.1 Senate Self-Evaluation Committee

Presented by: Grace Makarewicz

Senators were reminded to complete the Senate self-evaluation survey. All surveys need to be completed by Friday, May 13th.

A report will be brought to the next Senate meeting.

6. New Business

6.1 Senate Nominating Committee

Presented by: Darin Feist

Election of Senate Vice-Chair

The Chair of the Senate Nominating Committee reported that a nomination was received for Nanci Lucas to serve as Vice-Chair of Senate. The Chair called for further nominations and on hearing none, Nanci Lucas was elected by acclamation as Vice-Chair of Senate for a one-year term.

Election of Senate Student Appeals Chair

The Chair of the Senate Nominating Committee reported that two nominations, Violet Jessen and Stuart Aikins, were received for the position of Senate Student Appeals Chair. A brief report from each candidate was presented to Senate.

The Chair called for further nominations, and on hearing none, Senators were requested to cast ballots.

Violet Jessen was elected as Chair of the Senate Student Appeals Committee, for a one-year term.

Julia Denholm moved and Jennifer Moore seconded:
16/45 To destroy the ballots.

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6.2 Senate Election

Presented by: Karen McCredie

The Registrar presented the by-election timeline for a non-voting representative from the Faculty of Fine and Applied Arts and a voting representative from the Faculty of Global and Community Studies to serve two-year terms on Senate.

The call for nominations will be on Wednesday, May 11th, and election results announced by June 9th.

6.3 Graduates

Presented by: Karen McCredie

The Registrar submitted a list of 1,014 graduates, verified by the Registrar's Office, to have met the graduation requirements of their program. It was noted that student Senator, Natahsha Prakash was among the graduates.

Karen McCredie moved and Natahsha Prakash seconded:

16/46 Senate accept the students as graduates.

CARRIED

6.4 B.311 Employee-Student Relationships Policy and Procedures

Presented by: Nanci Lucas

Senate was informed that the Board requested advice from Senate with regard to B.311 Employee-Student Relationships Policy and Procedures.

Nanci Lucas moved and Kim McLeod seconded:

16/47 B.311 Employee-Student Relationships Policy and Procedures be forwarded to the Senate By-law, Policy and Procedure Committee to gather initial advice and to be subsequently forwarded to Senate.

CARRIED

7. Standing Items

7.1 Academic Initiatives

This item was removed from the agenda.

8. Other Business

No other business was presented.



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9. Committee Reports

9.1 Academic Planning and Program Assessment Committee

Presented by: Paul McMillan

The committee presented the revised committee mandate and structure.

9.2 By-law, Policy and Procedure Committee

Presented by: Nanci Lucas

9.2.1 S2011-01 Senate Academic Planning and Program Assessment Committee Mandate and Structure

Senate was requested to approve the revisions to S2011-01 Senate Academic Planning and Program Assessment Committee Mandate and Structure. The mandate and structure is being revised to remove program assessment and replaced with program review. The primary reason for the revision is that program assessment will encompass not just academic programs, but all function areas of the University will be assessed and this will require a larger process. As a result of the revision, the committee name will be changed to Senate Academic Planning and Program Review Committee to reflect the revision to the mandate.

Secondary revisions include changes to the membership to include eight faculty which will include one faculty from each of the Faculties, as well as to include the Vice-President Academic and Provost and to specify one Dean as a voting member of the committee. As well, quorum will change now to indicate a majority of voting members in case there are vacancies on the committee.

Nanci Lucas moved and Paul McMillan seconded:

16/48 Senate endorse the revisions to S2011-01 Senate Academic Planning and Program Review Committee Mandate and Structure (formerly Senate Academic Planning and Program Assessment Committee Mandate and Structure).

CARRIED

9.2.2 Graduation Policy

This item was removed from the agenda.



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9.3 Curriculum Committee

Presented by: Deb Jamison

The resolutions brought forward from the April 15th Senate Curriculum Committee were presented to Senate for approval.

Deb Jamison moved and Kim McLeod seconded:

16/49 SCC resolution 16/45 be endorsed by Senate.

CARRIED

Deb Jamison moved and Carol Aitken seconded:

16/50 SCC resolutions 16/46, 16/47 and 16/48 be endorsed by Senate.

CARRIED

Deb Jamison moved and Julia Denholm seconded:

16/51 SCC resolution 16/49 be endorsed by Senate.

CARRIED

Deb Jamison moved and Jennifer Moore seconded:

16/52 SCC resolutions 16/50 and 16/51 be endorsed by Senate.

CARRIED

Deb Jamison moved and Jennifer Moore seconded:

16/53 SCC resolution 16/52 be endorsed by Senate.

CARRIED

Deb Jamison moved and Stephanie Wells seconded:

16/54 SCC resolution 16/53 be endorsed by Senate.

CARRIED

Deb Jamison moved and Chris Bottrill seconded:

16/55 SCC resolution 16/54 be endorsed by Senate.

CARRIED

Deb Jamison moved and Kim McLeod seconded:

16/56 SCC resolution 16/55 be endorsed by Senate.

CARRIED

Deb Jamison moved and Caroline Depatie seconded:

16/57 SCC resolution 16/56 be endorsed by Senate.

CARRIED

10. Discussion Items

No discussion items were presented.

11. Information Items

11.1 2017 Meeting Schedule

There was a discussion with regard to a conflict with Convocation and the proposed June 6, 2017 Senate meeting date. In order to ensure that Senators are available to attend Convocation obligations and the final Senate meeting



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of the term, it was suggested to re-schedule the June 2017 Senate meeting to Wednesday, June 7, 2017 at 4:00 pm.

Stephanie Wells moved and Michael Thoma seconded:

16/58 The June 2017 Senate meeting be scheduled for Wednesday, June 7th, 2017. **CARRIED**

11.2 Discontinuance of Programs or Courses Procedure

Senate was presented, for information, B.104 – Discontinuance of Programs or Courses Procedure as approved by the Board.

There being no further business, and on motion duly made, the meeting was adjourned 5:00 pm.

Next Meeting: Tuesday, May 31st, 2016
