CAPILANO
UNIVERSITY

SENATE REGULAR MEETING
Tuesday, May 9, 2023   4:00 – 6:00 pm
Capilano University – Library Room 322

AGENDA

Land Acknowledgement
Capilano University is named after Chief Joe Capilano, an important leader of the Skwxwú7mesh (Squamish) Nation of the Coast Salish Peoples. We respectfully acknowledge that our campuses are located on the territories of the Líl̓wat, xʷməθkʷəy̓əm (Musqueam), shíshálh (Sechelt), Skwxwú7mesh (Squamish) and Səl̓ílwətaʔ/Selilwitulh (Tsleil-Waututh) Nations.

1.	**Welcome**	
2.	**Approval of the Agenda** - *Decision*	Senate Members
3.	**Approval of the April 4, 2023 Minutes** – *Decision*	Senate Members Schedule 3
4.	**Correspondence Received**	
5.	**Business Arising** 5.1 Self-Evaluation Committee – *Information*	Christina Neigel
6.	**New Business** 6.1 Graduates – *Decision*	Kyle Vuorinen
7.	**Committee Reports** 7.1 Academic Planning and Program Review Committee – *Information*	Sue Dritmanis
	7.2 Bylaw, Policy and Procedure Committee – *Information*	Corey Muench

	7.3 Curriculum Committee – *Decision*
	  7.3.1 Resolution Memo
	    [April 21 Agenda Package](#) / [April 21 Draft Minutes](#)
		Deb Jamison
		Schedule 7.3.1

	7.4 Teaching and Learning Committee – *Information*	Diana Twiss
	7.5 Budget Advisory Committee – *Information*	Michael Thoma
8.	**Other Reports**	
	8.1 Chair of Senate - *Information*	Paul Dangerfield

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8.2 Vice Chair of Senate – *Information*   Robert Thomson

8.3 VP Academic and Provost – *Information*   Laureen Styles

8.4 Board Report – *Information*   Rose Anza Burgess

8.5 Elder Report - *Information*   Elder Latash

9.   Discussion Items

10.   Other Business

11.   Information Items

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MINUTES

Present: Paul Dangerfield (Chair), Deanna Baxter, John Brouwer, Rose-Anza Burgess, Sue Dritmanis, Iana Dokuchaeva, Lara Duke, Brian Ganter, Victor Gelano, Christy Goerzen, Kyle Guay, Deb Jamison, Tracy Penny Light, Anthea Mallinson, Amina El Mantari, Brad Martin, Corey Muench, Lesley Nelson, Christina Neigel, Ramin Shadmehr, Dennis Silvestrone, Jason Tam, Michael Thoma, Robert Thomson, Diana Twiss, Kyle Vuorinen, Stephen Williams, Recorder: Mary Jukich

Regrets: Manpreet Kaur, Maia Lomelino, Karandeep Sanghera, Laureen Styles,

Guests: Manpreet

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

2. **Approval of the Agenda**
   Paul Dangerfield moved and Diana Twiss seconded:
   To adopt the agenda.   **CARRIED**

3. **Approval of the Minutes**
   Paul Dangerfield moved and John Brouwer seconded:
   To adopt the March 7, 2023 minutes.   **CARRIED**

4. **Correspondence Received**
   No correspondence was received.

5. **Business Arising**
   5.1 **Self-Evaluation Committee**
   Presented by: Christina Neigel

   The Senate self-evaluation survey will be distributed within the week and all Senators were encouraged to complete the survey.

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5.2   2023 Faculty Senate Election Results
Presented by: Kyle Vuorinen

Senate was presented with the 2023 faculty election results and that the newly elected Senators will be the first into the new staggered election process.

6.   New Business
No new business was presented.

7.   Committee Reports

7.1   Academic Planning and Program Review Committee
Presented by: Sue Dritmanis

The committee met on March 14 and was informed that the post-baccalaureate diploma in professional business communication was withdrawn from the phase 2 development process.

In addition, the committee reviewed the one-year progress report on the action plan for Legal Studies.

7.2   Bylaw, Policy and Procedure Committee
Presented by: Corey Muench

The committee met on March 14 and March 28 and continues to focus on revisions to the Senate Bylaws. Most of the work is around Article 8 with respect to populating subcommittees, as well as Article 9 which deals with conflict of interest. Senators were reminded that there was still an opportunity to provide further feedback and comments to the Senate Bylaws.

The committee is also reviewing the Senate election procedures document and possible revisions to reflect actual practice and clarification around procedures.

7.3   Curriculum Committee
Presented by: Deb Jamison

Prior to the discussion, motion #27 and motion #28 were removed from the resolution memorandum, and voted separately.

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7.3.1 Resolution Memorandum

The resolutions brought forward from the March 17, 2023 Senate Curriculum Committee meeting were presented to Senate for approval.

Deb Jamison moved and Kyle Guay seconded:

23/14 Senate approve SCC Resolutions 23/19 to 23/26.   **CARRIED**

7.3.2 Curriculum Committee Membership

Deb Jamison moved and Diana Twiss seconded:

23/15 The following members be endorsed to serve on the Senate   **CARRIED**
Curriculum Committee for a two-year term:
Cass Picken – Humanities
Sarah Yercich – Social Sciences
Urmila Jangra – Science, Technology, Engineering and
   Mathematics
David Geary – Motion Picture Arts
Daniel Hersog – Performing Arts
Lydia Watson – Business, International Programs, Projects and
   Partnerships
Maggie Reagh – Access and Academic Preparation
Alisha Samnani – Student Representative

Paul Dangerfield moved and Lara Duke seconded:

23/16 That Senate endorse the appointment of Deb Jamison as Chair and   **CARRIED**
Lydia Watson as Vice-Chair of the Senate Curriculum Committee.

7.4 Teaching and Learning Committee
Presented by: Diana Twiss

The committee met on March 21 and a PowerPoint presentation was provided on sandbox and imagine space.

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Various reports were also presented at the committee meeting, and some key highlights were as follows:

- The available supports/activities for the Moodle 4.1 (eLearn) Transition.

- The Symposium will take place from May 2 – 4th, and the deadline for submissions was extended to March 27th.

- Teaching Excellence awards were adjudicated, and the campus-wide announcement will be sent out shortly.

- Work continues on the Indigenous framework and the intention is to have a draft document by the end of April/May.

7.5   Budget Advisory Committee
Presented by: Michael Thoma

The committee is scheduled to meet on Thursday, June 1.

8.   Other Reports

8.1   Senate Chair

Paul Dangerfield provided the Chair's report, including the following highlights:

- For this year, the university will have a modest surplus, some of which will be used for various activities to support operations.   The number of both domestic and international students who enrolled in January and remained on campus for the spring term was significantly higher than previously calculated during the budget preparation.   For this year, the university has approved a budget of approximately $140 million.   Work will continue in identifying supports for teaching and learning, and technology including e-learn platforms or other upgrades, as well as addressing legacy systems.

- On the academic side, last year several new degrees were launched resulting in a significant increase in enrollment numbers for these degrees.   In addition, the upper level courses now gives the university the opportunity to do research and also consider majors and minors in various degrees.

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- At the recent "Let's Talk Innovation Session", there was discussion around the impact of artificial intelligence and the future of technology and how this can be used to support faculty and learners, as well as university operations.

- In terms of capital projects, in January the university "broke ground" for the Centre for Childhood Studies and is on track for possibly opening the new facility in 2024/2025.   In addition, work is underway in completing permits for the campus housing project, and anticipating to "break ground" this summer.

- A proposal was recently approved to re-purpose the dog kennel for approximately 350 housing units, of which 155 units will be purpose-built for Capilano students and employees.

8.2 Senate Vice-Chair

Robert Thomson, Vice-Chair acknowledged the Senate Self-Evaluation committee for their work on the Senate self-evaluation survey. In addition, Senators were encouraged to review the president's report, which is presented at the Board meetings.

8.3 VP Academic and Provost
A report was not provided as the Vice President Academic and Provost was not in attendance.

8.4 Board Report
Rose-Anza Burgess, Board Liaison reported that there was no Board report.

8.5 Elder Report
A report was not provided as Elder Latash was not in attendance.

9. Discussion Items
No discussion items were presented.

10. Other Business
No other business was presented.

11. Information Items

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No information items were presented.

The meeting was adjourned at 4:50 pm.

Next Meeting: Tuesday, May 9, 2023

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SENATE CURRICULUM COMMITTEE
RESOLUTION MEMO

DATE: April 24, 2023

TO: Paul Dangerfield, Chair, Senate

FROM: Deb Jamison, Chair, Senate Curriculum Committee

The following motions were carried by the Senate Curriculum Committee at its meeting on April 21, 2023:

23/29 The new course, POL 410 – Applied Public Policy Analysis, as well as Cap Core designation under the heading *Self and Society*, be recommended to Senate for approval.

23/30 The prerequisite revisions to PHYS 310 – Environmental Physics Lab be recommended to Senate for approval.

23/31 EAP 100 – English for Academic Purposes 4A and EAP 101 – English for Academic Purposes 4B be recommended to Senate for approval for Cap Core designation under the heading *Self and Society*.

23/32 The prerequisite revisions to BADM 218 – Leadership in Teams be recommended to Senate for approval.

23/33 The following new courses, and Cap Core designated as noted:

- AEM 101 – Art, Self, and Society, as well as Cap Core designation under the heading *Culture and Creative Expression*
- AEM 135 – Principles and Practices in Arts & Entertainment Management
- AEM 149 – The Business of Performance in Arts & Entertainment
- AEM 235 – Ethics and Social Engagement in Arts & Entertainment, as well as Cap Core designation under the heading *Self and Society*
- AEM 239 – Practicum Preparation for the Arts & Entertainment Industry
- AEM 230 – Contemporary Issues I-Arts & Entertainment Management (PT)
- AEM 231 – Contemporary Issues II-Arts & Entertainment Management (PT)
- AEM 260 – Contemporary Issues I-Arts & Entertainment Management (FT)
- AEM 261 – Contemporary Issues I-Arts & Entertainment Management (FT)
- AEM 270 - Practicum I – Arts & Entertainment Management (PT), as well as Cap Core designation under the heading *Experiential*
- AEM 271 – Practicum II – Arts & Entertainment Management (PT), as well as Cap Core designation under the heading *Experiential*
- AEM 280 – Practicum I – Arts & Entertainment Management (FT), as well as Cap Core designation under the heading *Experiential*

- AEM 281 – Practicum II – Arts & Entertainment Management (FT), as well as Cap Core designation under the heading of *Experiential*
- AEM 275 – Arts & Entertainment Management Capstone, as well as Cap Core designation under the heading *Capstone*

be recommended to Senate for approval.

23/34   The revisions to the following courses:

- AEM 146 – Festival Management:
  - Increasing the credits from 1.5 to 3 for articulation purposes, as well as contact hours;

- AEM 245 – Media Relations, Marketing, and Promotion:
  - Increasing the credits from 1.5 to 3 for articulation purposes, as well as contact hours;
  - Changing the pre-requisites to "24 AEM Credits and ENGL 100";

- AEM 247 – Financial Management in Arts & Entertainment Management:
  - Increasing the credits from 1.5 to 3 for articulation purposes, as well as contact hours;
  - Removing prerequisites to allow more students throughout Fine & Applied Arts to take this course;

- AEM 248 – Resource Development in Arts & Entertainment Management:
  - Increasing the credits from 1.5 to 3 for articulation purposes, as well as contact hours;
  - Changing the prerequisites to "24 AEM Credits and ENGL 100" to reflect the new profile and provide flexibility for students to take the program part-time;

- AEM 249 – Fundamentals of Artist Development:
  - Increasing the credits from 1.5 to 3 for articulation purposes, as well as contact hours;
  - Changing the prerequisites to "24 AEM Credits and ENGL 100" to reflect the new profile and provide flexibility for students to take the program part-time,

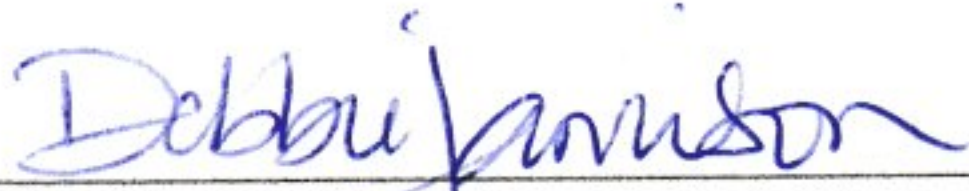be recommended to Senate for approval.

23/35   The revisions to the Arts and Entertainment Management Diploma Program Profile, including:

- Increasing the required credits for the program from 60 credits to 61 credits;
- Adding 12 optional credits and choices regarding practicums;
- Removing the following four courses:
  - THTR 160
  - AEM 147
  - AEM 251
  - AEM 252

SENATE CURRICULUM COMMITTEE
RESOLUTION MEMO

- Adding the following 14 courses:
  - o AEM 101
  - o AEM 149
  - o AEM 135
  - o AEM 235
  - o AEM 239
  - o AEM 275
  - o AEM 230
  - o AEM 231
  - o AEM 260
  - o AEM 261
  - o AEM 270
  - o AEM 271
  - o AEM 280
  - o AEM 281

be recommended to Senate for approval.

_____
Deb Jamison, Chair
Senate Curriculum Committee

_____
Paul Dangerfield
Chair, Senate

Date: April 24, 2023

Date: