



SENATE MEETING

Tuesday, June 1, 2010 4:00 pm LB322

MINUTES

PRESENT: Greg Lee (Chair), Marion Haythorne, Jean Bennett, Chris Bottrill, Robert Campbell, David Clarkson, Patrick Donahoe, Darin Feist, Noah Fine, Michael Fleming, Bahiyyih Galloway, Karen Hodson, Susan Hogan, Karin Jager, Reini Klein, Paul McMillan, George Modenesi, Jennifer Moore, Gordon Rudolph, Itidal Sadek, Tim Schouls, Sandra Seekins, Greg Smith, Jackie Snodgrass, Tammy Towill, Peter Ufford, Recording Secretary: Mary Jukich

REGRETS: Kim Bothen, Nicholas Collins, Kevin Cripps, Herbert Cruz, Graham Fane, Jen Moses, Ghazal Tohidi, Catherine Vertesi, Milton Williams

GUESTS: None

Greg Lee called the meeting to order.

1. APPROVAL OF AGENDA

Item #7 Senate Budget and Finance Committee moved to item #4.

*Patrick Donahoe moved and David Clarkson seconded that:
the amended Agenda be approved.*

CARRIED

2. MINUTES

*Michael Fleming moved and Jennifer Moore seconded that:
the Minutes of the May 4, 2010 meeting be approved.*

CARRIED

3. CHAIR AND VICE-CHAIR'S REPORTS

Marion reminded members that the next Senate meeting would be held on Tuesday, August 17th at 4:00 p.m. She announced that the Senate photo had been posted both on Frontlines and the Informer Blog. During the month, Marion attended Greg's retirement celebration and on behalf of Senate, she thanked Greg for his many contributions to Capilano University.

Greg announced that Dr. Kris Bulcroft will be at Capilano University on August 3rd. He had the pleasure of participating in the installation of the new Chancellor at UNBC. Greg brought forward the issue of the Senate powers and duties with respect to collective bargaining. He expressed that the position of the Executive and Board is to work out agreeable solutions to all parties.

4. APPROVALS IN PRINCIPLE

None.

5. SENATE CURRICULUM COMMITTEE

Presented by: Jackie Snodgrass

(a) Resolutions

Jackie presented the resolutions brought forward from the May 21 Senate Curriculum Committee meeting. On review of the new Arts and Sciences courses, there was a question about articulation of these courses and it was clarified that articulation of upper-level courses is done on a case-by-case basis.

Jackie Snodgrass moved and Tammy Towill seconded that:

10/36 SCC resolutions 10/38 to 10/54 be received and adopted by Senate.

CARRIED**6. SENATE PLANNING AND POLICY COMMITTEE**

Presented by: Jackie Snodgrass

(a) EC2003-05 Conflict of Interest

Jackie presented EC2003-05 Conflict of Interest policy, incorporating some further revisions as previously requested by Senate. During the review of the policy, two friendly amendments to the policy were suggested. These consisted of replacing the slash between the words "Member/Student" with a dash in the title of the policy, and removing the words "potential for" in the third line of the third paragraph of the policy.

Jackie Snodgrass moved and Jennifer Moore seconded that:

10/37 Senate approve the revisions to the EC2003-05 Conflict of Interest policy.

CARRIED

(b) Draft Institutional Accountability Plan and Report

Jackie presented the draft Institutional Accountability Plan and Report for approval. The revisions to the report and how each section was developed in order to meet the mandated Ministry goals as well as to integrate with Capilano's visions and values were summarized. She noted that the data required by the Ministry had been included; however, the report was still incomplete as further data would be received and those results would be incorporated into the report. As such, Jackie requested Senate to approve the draft report recognizing that there will be some further changes in the content, but not in the framework. Patrick acknowledged Jackie for all her work on this report.

Jackie Snodgrass moved and Patrick Donahoe seconded that:

10/38 The draft Institutional Accountability Plan and Report as is with the caveats raised at the Senate meeting be approved.

CARRIED

7. SENATE BUDGET AND FINANCE COMMITTEE*Presented by: Tammy Towill***(a) Budget Update**

Tammy reported that the Budget Committee had reviewed the performance measure data and budget information. This year, instead of requesting written reports from the four program areas that had achieved low performance results, the Committee requested those program areas attend the Budget Committee meeting to present their report on initiatives and/or processes in place to rectify the low results. Overall, both the program area representatives and the Committee members felt that this was a more beneficial alternative than simply “written reports”, as it gave the Committee members a better sense of the problems and issues facing each department. In addition to the presentations by the program areas, the Budget Committee had also distributed letters to areas where low seat utilization results were noted.

Tammy also reported that the Committee had discussed the issue of distributing meeting minutes and handouts to guests who attend Budget Committee meetings. Members had agreed that for reasons of confidentiality, meeting minutes would only be released to Committee members and that any handouts presented at Budget Committee meetings would be collected from guests at the end of the meeting.

It was noted that this was the last meeting of the academic year for the Budget Committee and no recommendations were made to Senate.

8. FACULTY GOVERNANCE**(a) Faculty of Student Services & Development Terms of Reference***Presented by: Patrick Donahoe*

Patrick presented the amended Faculty of Student Services & Development Terms of Reference. The terms of reference were revised to remove references that link the deanship of the Faculty specifically to the Vice-President of Student and Institutional Support.

Patrick Donahoe moved and George Modenesi seconded that:

10/39 The amended Faculty of Student Services & Development Terms of Reference be approved.

CARRIED**9. SENATE SELF-EVALUATION COMMITTEE***Presented by: Michael Fleming*

Michael reported that the Self-Evaluation Committee had reviewed the additional survey results received. In total, approximately half of Senate members responded to the survey and the Committee felt that an adequate assessment could not be undertaken. As a result, the Committee considered the results that were received and presented them to Senate. Based on the results, the Self-Evaluation Committee suggested that an ad hoc committee be struck to consider recommendations as set out by the Self-Evaluation Committee. Marion Haythorne will form this ad hoc committee over the summer and will report back.

10. GRADUATES

Presented by: Itidal Sadek

The Registrar presented a list of students from the China program who had applied to graduate during the months of July and August.

Itidal Sadek moved and Reini Klein seconded that:

- 10/40** Upon verification by the Registrar's Office that all credential requirements had been met, the Chancellor and the Senate of Capilano University approve the conferring of the credentials.

CARRIED

The Registrar also presented a list of 88 students who had applied to graduate; however, these students had submitted their request four weeks beyond the already extended deadline for application to graduate. Discussion arose regarding the consequences and impact to the University if graduation of these students was granted or denied and some Senate members expressed concern whether a precedent to the adherence of deadlines would be set if graduation were allowed. Suggestions were made on ways to avoid this situation in future, including ensuring that students are made aware that future deadlines will be imposed and the possibility of imposing a late fee.

Itidal Sadek moved and Reini Klein seconded that:

- 10/41** Upon verification by the Registrar's Office that all credential requirements had been met, the Chancellor and the Senate of Capilano University approve the conferring of the credentials.

CARRIED**11. OTHER BUSINESS**

None.

INFORMATION ITEMS

Greg noted that this was the last Senate meeting for Karen Hodson as she was leaving the Board and thanked Karen for her contributions to Senate.

Also, Greg announced to Senate the \$6 million donation for the new film centre made by Nat and Flora Bosa. On behalf of Fine and Applied Arts, Jennifer Moore thanked Peter Ufford for his role in acquiring the donation.

There being no further business and on motion duly made and seconded, the meeting was adjourned at 5:30 p.m.

Next Meeting: Tuesday, August 17, 2010.