



SENATE MEETING  
 Tuesday, February 2, 2016 4:00 pm  
 Capilano University – LB322

MINUTES

---

**Present:** Kris Bulcroft (Chair), Carol Aitken, Don Bentley, Chris Bottrill, Brent Calvert, Leighan Crowe, Julia Denholm, Caroline Depatie, Sacha Fabry, Benjamin Glassen, Rhita Hassar, Debbie Jamison, Sylvia Kind, David Kirk, Grace Makarewicz, Paul McMillan, Grace McNab, Jennifer Moore, Alysa Hupper-Poliak, Natahsha Prakash, Emma Russell, Sandra Seekins, Sharka Stuyt, Michael Thoma, Cheryl Webb, Recording Secretary: Mary Jukich

**Regrets:** Darin Feist, Rick Gale, Reini Klein, Brent Leigh, Nanci Lucas, Karen McCredie, Kim McLeod, Stephanie Wells, Daniel Yasinski, Bacel Younan

**Guests:** Jon Kinsley, Marja de-Jong Westman, Aurelea Mahood

---

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

**1. Approval of Agenda**

*Benjamin Glassen moved and Grace Makarewicz seconded:*

**The agenda be approved**

**CARRIED**

A question was raised on the Presidential search stakeholder meetings. Kris will provide a follow-up at the next meeting.

**2. Minutes**

*Natahsha Prakash moved and Grace Makarewicz seconded:*

**The January 12, 2016 minutes be approved**

**CARRIED**

**3. Presentation**

***Pride Week – February 22 – 26, 2016***

A presentation was provided with regard to Pride Week, February 22 – 26<sup>th</sup>, 2016, and the events scheduled at the University. The campus community was invited to participate in the events to celebrate and learn about diversity.

**4. Chair and Vice-Chair's Reports**

***Chair's Report***

Kris reported that Andrew Wilkinson, Minister of Advanced Education visited the University on January 29<sup>th</sup>. Representatives of the Motion Picture Arts Program were on hand to answer questions and provide information. The Minister toured the Bosa Centre and had conversations with faculty and students regarding Capilano's Motion Picture Arts Program.

Kris attended the Chancellor's Circle Event, which acknowledges donors who have made gifts or pledges of \$25,000 or more. At this year's event, a Capilano alumnus provided a moving testament about time spent at the University.



SENATE MEETING  
 Tuesday, February 2, 2016 4:00 pm  
 Capilano University – LB322

MINUTES

---

The Alumni Association will be meeting shortly to move forward with the Chancellor Search process.

Caroline Depatie was introduced and welcomed as the new voting representative from the Faculty of Global and Community Studies for a term ending July 2016.

Alysa Huppler-Poliak was introduced and welcomed as the new voting student representative, for a term ending July 2016.

In the absence of Stephanie Wells, Emma Russell assumed voting rights for the Faculty of Global and Community Studies.

**5. Correspondence**

No correspondence was presented.

**6. Business Arising**

No new business was presented.

**7. New Business**

**7.1 Approvals in Principle**

***Minor in Writing Practices***

Senate reviewed the Minor in Writing Practices Approval in Principle. The proposed program provides the opportunity for a community of students to acquire the foundational knowledge, abilities and skills associated with the interdisciplinary, intensive and applied study of writing and its associated industries. The program will also be accessible and open to all interested baccalaureate degree students at the University irrespective of their home program and faculty.

*Leighan Crowe moved and Julia Denholm seconded:*

**16/04** To approve the Minor in Writing Practices Approval in Principle.

**CARRIED**

***Minor in Environmental Stewardship***

Senate reviewed the Minor in Environmental Stewardship Approval in Principle. The proposed program provides students with an interdisciplinary educational pathway. Courses from the natural sciences provide the Minor's foundational academic core, scientific and ecological knowledge. This knowledge is gathered and viewed through a wider lens to ensure its relevance and applicability to the 21<sup>st</sup> century. Teaching faculty and courses for the



SENATE MEETING  
 Tuesday, February 2, 2016 4:00 pm  
 Capilano University – LB322

MINUTES

---

program are drawn from across the academic spectrum. The program will address contemporary environmental issues by combining scientific and socio-political knowledge with on-the-ground fieldwork to facilitate positive change.

*Julia Denholm moved and Natahsha Prakash seconded:*

**16/05** To approve the Minor in Environmental Stewardship Approval in Principle.

**CARRIED**

**8. Standing Items**

**8.1 Academic Initiatives**

As the presenter was absent, this item was deferred to the March meeting.

**9. Other Business**

No other business was presented.

**10. Committee Reports**

**10.1 Academic Planning and Program Assessment Committee**

*Presented by: Paul McMillan*

The Committee is reviewing its mandate to remove academic assessment, as program assessment would not just be for academic programs. The Committee will, instead, look at program review with KPI's that it developed. The Committee also reviewed a draft procedure for program review, and both the mandate and draft procedure for program review were sent to the By-law, Policy and Procedure Committee.

**10.2 Budget Advisory Committee**

*Presented by: Paul McMillan*

The Budget Advisory Committee met on January 26<sup>th</sup> to review the as-is budget which indicated a shortfall of \$1.3 million, mainly due to a decrease in domestic tuition. The Committee also reviewed a list of requested add-ons totalling approximately \$4 million.

The Committee will be provided with a draft-balanced budget this week and a further Committee meeting is scheduled for February 16<sup>th</sup>. It was noted that the draft budget would also be presented to the Board on February 16<sup>th</sup> as an information item.

The Committee and Board will have approximately one month to review the budget as the Board is expected to approve a balanced budget in March.



SENATE MEETING  
 Tuesday, February 2, 2016 4:00 pm  
 Capilano University – LB322

MINUTES

---

**10.3 By-law, Policy and Procedure Committee**

*Presented by: Kris Bulcroft*

***S1988-01 Registration for Student Athletes – Motion to rescind policy***

A brief summary was provided indicating that the current Policy does not align with current practice. However, as further information was not available, Senate requested that the Policy be brought to the By-law, Policy and Procedure Committee.

*Benjamin Glassen moved and Sandra Seekins seconded that:*

**16/06** The S1988-01 Registration for Student Athletes Policy be brought to the By-law, Policy and Procedure Committee

**CARRIED**

**10.4 Curriculum Committee**

*Presented by: Deb Jamison*

*Deb Jamison moved and Caroline Depatie seconded:*

**16/07** SCC resolution 16/01 and 16/02 be endorsed by Senate

**CARRIED**

*Deb Jamison moved and Julia Denholm seconded:*

**16/08** SCC resolution 16/03, 16/04 and 16/05 be endorsed by Senate

**CARRIED**

*Michael Thoma moved and Jennifer Moore seconded:*

**16/09** SCC resolution 16/06 be endorsed by Senate

**CARRIED**

**10.5 Instructional Technologies Advisory Committee**

*Presented by: Don Bentley*

The Committee is discussing open textbooks and professional development for faculty around online teaching, and looking at some of the alternatives and ways of bringing these to the University.

**11. Discussion Items**

No discussion items were presented.

**12. Information Item**

**12.1 Senate By-Election Results**



SENATE MEETING  
Tuesday, February 2, 2016 4:00 pm  
Capilano University – LB322

MINUTES

---

The Senate By-election results was as follows:

Caroline Depatie – voting representative from the Faculty of Global and Community Studies with a term ending July 2016.

Alysa Huppler-Poliak – voting student representative with a term ending July 2016.

**12.2 2017 Meeting Schedule**

The proposed 2017 meeting schedule was presented for information.

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

**Next Meeting: Tuesday, March 1<sup>st</sup>, 2016**

---