



## SENATE MEETING

Tuesday, August 17, 2021 4:00 pm  
VIA ZOOM

### MINUTES

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**Present:** Paul Dangerfield (Chair), Tania Alekson, John Brouwer, Iana Dokuchaeva, Sue Dritmanis, Lara Duke, Brian Ganter, Kyle Guay, Miranda Huron, Deb Jamison, Khwaish Kochhar, Anthea Mallinson, Brad Martin, Zabir Montazar, Corey Muench, Lesley Nelson, Jennifer Nesselroad, Dennis Silvestrone, Anmol Singla, Laureen Styles, Michael Thoma, Diana Twiss, Kyle Vuorinen, Stephanie Wells, Stephen Williams, Recorder: Mary Jukich

**Regrets:** Emily Bridge, Joel Cardinal, Pardis Daneshyar, Pouyan Mahboubi, Robert Thomson, Christy Goerzen

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#### ***Acknowledgement***

*We respectfully acknowledge the unceded lands of Lil'wat, Musqueam, Squamish, Sechelt and Tsleil-Waututh people on whose territories our campuses are located.*

#### **1. Welcome**

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

The following new members were introduced and welcomed to Senate:

- Jennifer Nesselroad – Acting Dean, Faculty of Fine and Applied Arts
- Tania Alekson – Acting University Librarian
- Faculty
  - Sue Dritmanis – Non-voting - Faculty of Business and Professional Studies
  - Brian Ganter – Voting - Faculty of Arts and Sciences
  - John Brouwer – Non-voting - Faculty of Global and Community Studies
  - Christy Goerzen – Voting - Faculty of Fine and Applied Arts
- Students
  - Khwaish Kochhar - Voting
  - Zabir Montazar – Voting
  - Anmol Singla – Voting

In the absence of Christy Goerzen, Anthea Mallinson assumed voting rights for the Faculty of Fine and Applied Arts.

#### **2. Approval of the Agenda**

*Paul Dangerfield moved and Diana Twiss seconded:*  
To adopt the agenda.

**CARRIED**



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#### 3. Approval of the Minutes

A typographical error was noted in the minutes.

*Paul Dangerfield moved and Deb Jamison seconded:*  
To adopt the amended June 1, 2021 minutes.

**CARRIED**

#### 4. Correspondence Received

No correspondence was presented.

#### 5. Business Arising

##### 5.1 Academic Continuity

Lauren Styles, VP Academic and Provost, provided an update on academic continuity, which included the following highlights:

- The University continues to plan for fall with approximately 65% in person, and the remaining online, or a combination of online and in person delivery. There are ongoing conversations provincially with respect to the Covid-19 variants and whether there may be implications to postsecondary institutions. The University continues to maintain discussions and communication with health authorities, and the campus community will be updated as further information becomes available.
- The University's focus remains on safety protocols, working with Occupational Health and Safety and maintaining a commitment to the go forward guidelines as published in late June.

##### 5.2 Senate Election Update

*Presented by: Kyle Vuorinen*

Members were informed that there are two remaining vacancies on Senate from the Faculty of Arts and Sciences, one voting and one non-voting seat, as well as one voting student seat vacancy.



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#### 6. New Business

##### 6.1 National Day for Truth and Reconciliation

*Presented by: Kyle Vuorinen*

Given that the Government of British Columbia has now formally recognized September 30 as the National Day for Truth and Reconciliation in alignment with legislation passed by the federal government in June, Capilano University will also be observing this day and as such, will be closed on September 30, 2021 and all classes cancelled.

In this regard, Senate was requested to approve a revision to the Schedule of Academic Dates for 2021/22 to indicate that the University will be closed on September 30, 2021. It was noted that this change will not have an impact on the number of instructional days for the fall term as required by policy.

*Kyle Vuorinen moved and Dennis Silvestrone seconded:*

**21/32** That Senate approve a change to the Schedule of Academic Dates for 2021/22 to include a statutory holiday on September 30, 2021 recognizing the National Day for Truth and Reconciliation.

**CARRIED**

During the discussion, a question was raised around communicating the change, and information was provided that a communication will be prepared and distributed to the campus community.

##### 6.2 Volunteers for Senate Orientation

*Presented by: Paul Dangerfield*

Senators were requested to volunteer to assist with this year's orientation which will take place during the regular meeting of Senate on September 7.

##### 6.3 Volunteers for Senate Subcommittees

*Presented by: Paul Dangerfield*

A brief overview was provided on each of the Senate committees, and members were encouraged to volunteer to serve on at least one of the committees.



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#### 7. Committee Reports

##### 7.1 Academic Planning and Program Review Committee

*Presented by: Stephen Williams*

The Senate Academic Planning and Program Review Committee met on May 18. The committee received the completed program review for Costuming for Stage and Screen Diploma and approved the review.

The committee also reviewed concept papers for the Post-Baccalaureate Diploma in Professional Business Communication and the Post-Baccalaureate Diploma in Regional Problem-Based Learning. With respect to the concept paper for the Post-Baccalaureate Diploma in Regional Problem-Based Learning, the Committee felt that more evidence was required in advance of determining whether to recommend the concept paper for approval by Senate.

*Deb Jamison moved and Kyle Vuorinen seconded:*

**21/33** That Senate approve the Concept Paper for the Post-Baccalaureate Diploma in Professional Business Communication.

**CARRIED**

##### 7.2 Bylaw, Policy and Procedure Committee

*Presented by: Corey Muench*

The Committee met on June 8<sup>th</sup> and completed work on the Academic Schedule Policy, as well as made some progress on the Research Ethics Policy and Procedure.

###### 7.2.1 B107 Academic Schedule Policy

The B107 Academic Schedule Policy was brought to the Committee for review and advice, with the primary changes to the Policy consisting of revisions to the withdrawal deadlines. For full term sessions (Fall, Spring, Summer), the withdrawal deadlines would be moved from the end of week six of the term to the end of week ten. For the Summer half-term sessions, the withdrawal deadline would be changed to the Friday of week four of the term instead of the Friday of week three of the term. The Senate was informed that an additional correction was needed to the Policy in section 3.1.a.v. The copy of the Policy provided to Senate wrongly states that the end of the Fall term instructional period is the



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Monday of the beginning of the 15th week. Section 3.1.a.v should instead read, "The instructional period ends on the Monday of the beginning the 14th week."

On discussion, information was provided that the proposed changes to the Policy aligns the University with other institutions in the Lower Mainland, and more importantly, from a student focus perspective, gives students more opportunity to determine their progress with their courses prior to making a decision on whether or not to withdraw.

*Corey Muench moved and Jennifer Nesselroad seconded:*

**21/34** That Senate approve the advice on B107 Academic Schedule Policy, and forward it to the Board of Governors Policy and Planning Committee.

**CARRIED**

#### **7.3 Curriculum Committee**

*Presented by: Deb Jamison*

##### **7.3.1 Resolution Memorandum**

The resolutions brought forward from the June 11<sup>th</sup> Senate Curriculum Committee meeting were presented to Senate for approval.

*Deb Jamison moved and Stephanie Wells seconded:*

**21/35** Senate approve SCC Resolutions 21/49 to 21/55.

**CARRIED**

#### **7.4 Teaching and Learning Committee**

*Presented by: Diana Twiss*

The Committee met on August 17 and although there was no quorum, Lauren Styles discussed correspondence received on anti-plagiarism software and online proctoring.

#### **7.5 Budget Advisory Committee**

*Presented by: Michael Thoma*



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The Senate Budget Advisory Committee met on Thursday May 20, 2021 at which time the Committee was provided with an overview of the Fiscal 2021/22 Final Actual to Forecast Results Report. The next meeting will be on Thursday, October 21, 2021 to review the Quarter 2 forecast and for an update on integrated planning.

#### 8. Other Reports

##### 8.1 Senate Chair

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

- In terms of returning to campus, there are ongoing conversations within the University with the various bargaining units to ensure an understanding of everyone's perspective, as well as conversations with BC Association of Institutions and Universities and making sure the University is aligned with them.
- The Chair provided reassurance that there are, and will continue to be good safety protocols put in place at the University particularly as employees have been working on campus throughout the pandemic prior to the vaccines, and the campus community was acknowledged for making this work in a responsible and safe way.
- A framework for a flexible work pilot has also been launched which allows employees and departments to look at a model that allows variations of schedules to work both on and off campus.
- Although the vaccination numbers are positive, the Covid-19 variants are causing anxiety and there will be some employees who are more comfortable returning to campus than others and members were reminded to respect those differences and maintain kindness and understanding in moving forward.
- In addition to all safety protocols in place at the University, there will also be a vaccination clinic at the campus during the first week of returning, and a campaign to encourage everyone to get their vaccinations.



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- Members were reminded that there are mental health resources in place, and available at the University, and that there will be a campaign to ensure that the campus community is aware of, and can access, those resources.
- Enrolment for domestic students is positive; however, for international students, enrolment is down with approximately 500 new students expected, which is lower than in previous years.
- Members were invited to attend the President's Perspective on Thursday, August 26<sup>th</sup>, as well as the celebration for re-uniting and welcoming the University back.
- For this academic year, it is anticipated that Senate meetings will move back to an in-person model, beginning with the September meeting. Work will be undertaken to look for methods to provide access for the gallery guests and options for those Senators from other campuses. In this regard, Senators were encouraged to provide their feedback and comments to the Chair and Vice-Chair for moving forward with the September meeting.

#### 8.2 Senate Vice-Chair

Stephen Williams, Vice-Chair encouraged new members to reach out if they had any questions on the function of Senate or subcommittee work or decisions.

#### 8.3 VP Academic and Provost

Lauren Styles provided a brief update on the Quality Assessment Process Audit and that the advisory committee is working on the institutional report. It is anticipated that the report will be brought to the September Senate meeting.

#### 8.4 Board Report

As the Board representative, Sonny Wong, was absent from Senate, Paul Dangerfield presented the Board report, including the following highlights from the June 6 and June 22, 2021 Board meetings:

- The Board received correspondence from the Capilano University Student Union, Capilano University Faculty Association and Move Up and reports from



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the Board Chair and the President and the Vice President, University Relations regarding equity, diversity and inclusion at the University.

- The Board approved the consolidated financial statements for the year ending March 31, 2021.
- The Board approved revisions to Board Policy B.504 – Exempt Employees – Conditions of Employment.
- Duncan Brown was elected Chair and Ash Amlani was elected Vice Chair of the Board.

#### 9. Discussion Items

No discussion items were presented.

#### 10. Other Business

No other business was presented.

#### 11. Information Items

No information items were presented.

The meeting was adjourned at 5:40 pm.

**Next Meeting: Tuesday, September 7, 2021**

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