



SENATE MEETING

Tuesday, April 5, 2011 4:00 pm LB322

MINUTES

- PRESENT:** Kris Bulcroft (Chair), Marion Haythorne, Jean Bennett, Kim Bothen, Chris Bottrill, Robert Campbell, David Clarkson, Kelsey Didlick, Graham Fane, Darin Feist, Michael Fleming, Bahiyyih Galloway, Susan Hogan, Karin Jager, Reini Klein, David Lambert, Sonja Lebens, Clay Little, Karen McCredie, Paul McMillan, Jennifer Moore, Jen Moses, Gordon Rudolph, Tim Schouls, Sandra Seekins, Jackie Snodgrass, Tammy Towill, Catherine Vertesi, Stephanie Wells, Milton Williams; Recording Secretary: Mary Jukich
- REGRETS:** Nicholas Collins, Herbert Cruz, Greg Smith, Ghazal Tohidi, Peter Ufford
- GUESTS:** John Fairlie

Kris Bulcroft called the meeting to order at 4:00 pm.

1. APPROVAL OF AGENDA

Information Item #4 – All Candidates Forum was added to the agenda.

*Jean Bennett moved and Robert Campbell seconded that:
the amended Agenda be approved.*

CARRIED

2. MINUTES

A correction was noted on the minutes. On page 6, item #8, first line of the last paragraph, the sentence should have read, “Jackie informed Senate that the Assessment Steering Committee”.

*Jackie Snodgrass moved and Jennifer Moore seconded that:
the amended Minutes of the March 1, 2011 meeting be approved.*

CARRIED

3. CHAIR AND VICE-CHAIR’S REPORTS

Chair’s Report

Hon. Naomi Yamamoto, BC’s new Minister of Advanced Education, visited Capilano on March 31 and attended the “Love of Japan” event, where a book of condolences was presented to the Japanese Consul General Hideki Ito. After the ceremony, Kris met with Peter Ufford and the Minister and discussed issues impacting teaching universities.

Kris announced that Academics's Top Ten of Tuesday, April 6th, reported that Capilano was working with the City of North Vancouver on a proposal which would allow Capilano University to offer programs at a facility on the Lonsdale pier. Discussions will continue as concepts are developed to determine what programs could be offered. This opportunity will build stronger community relationships and if cost effective, would be a good option for the University.

Kris reported that discussions regarding organizational restructuring continue and will be announced as soon as decisions are made.

Kris announced that Joe Iacobellis will be taking on the role of Student Liaison.

Review is underway with regard to restructuring the position at Senate left vacant by Patrick Donahoe.

Vice-Chair's Report

Marion reported that she had attended a conference put on by the University of Manitoba CHERD. The conference was attended by the new universities in BC and Alberta. Topics included the importance of new universities staying "true to their roots", articulation, faculty rank and tenure and university governance.

John Fairlie, Chair, Department of Legal Studies was welcomed to Senate.

4. APPROVALS IN PRINCIPLE

None.

5. SENATE CURRICULUM COMMITTEE

Presented by: Jackie Snodgrass

(a) Resolutions

Jackie presented the resolutions brought forward from the March 18th Senate Curriculum Committee meeting.

Jackie Snodgrass moved and Kim Bothen seconded that:

11/11 SCC resolution 11/32, final approval of the North American Business Management Post Baccalaureate Diploma, be received and adopted by Senate.

CARRIED

Jackie Snodgrass moved and Robert Campbell seconded that:

11/12 SCC resolution 11/35, final approval of the Applied Behaviour Analysis (Autism) Post Baccalaureate Diploma, be received and adopted by Senate.

CARRIED

Jackie Snodgrass moved and Graham Fane seconded that:

11/13 SCC resolutions, 11/14, 11/15, 11/16, 11/17, 11/18, 11/19, 11/20, 11/21, 11/22, 11/23, 11/24, 11/25, 11/26, 11/27, 11/28, 11/29, 11/30, 11/31, 11/33, 11/34, 11/36, 11/37, 11/38, 11/39, 11/40, 11/41, 11/42, 11/43 and 11/44, be received and adopted by Senate.

CARRIED

During the review of the resolutions, concern was expressed about the volume of the agenda and whether the volume might limit discussion. Improvements are being considered and faculty will be encouraged to submit agenda items sooner.

There was a question about whether a mechanism is in place for programs to be reviewed after changes are implemented. It was noted that assessment procedures and regular review is undertaken by advisory committees and faculty.

6. REQUEST TO HAVE LEGAL ASSISTANT AND PARALEGAL/LEGAL ASSISTANT CREDENTIALS REISSUED

Presented by: John Fairlie

To reflect changing terminology with respect to job titles of legal assistants, Capilano graduates who have received ``Legal Assistant`` or ``Paralegal/ Legal Assistant`` Diplomas and Certificates have been notified that these credentials can be revised to indicate the new terminology ``Paralegal``. As the BC Paralegal Association had recently inquired whether the reissued credential would be reflected on the graduate's official transcript, Senate was requested to approve continuation with the reissuance of credentials and to make the necessary changes to graduates` transcripts. In keeping with the changing terminology, Capilano will protect its reputation as the leading training institution for this field in BC.

Tammy Towill moved and Jennifer Moore seconded that:

11/14 Senate approve changing the Paralegal/Legal Assistant credential and transcript to ``Paralegal``.

CARRIED

7. SENATE PLANNING AND POLICY COMMITTEE

Presented by: Robert Campbell

(a) S1988-01 Registration for Student Athletes

Senate was requested to approve the S1988-01 Registration for Student Athletes policy. This policy was previously presented at Senate; however, some concerns had been raised regarding the language implying that student athletes were merged with cohorts and the term GPA of 2.00 or better. Upon review by the Registrar, it had been determined that the language was adequate.

Robert Campbell moved and David Clarkson seconded that:

11/15 The S1988-01 Registration for Student Athletes be approved by Senate.

CARRIED

The structure of the Planning and Policy Committee calls for two resource members and, as a result of a vacancy, Senate was requested to approve Karen McCredie as the second resource member for the balance of the term.

Robert Campbell moved and David Clarkson seconded that:

11/16 Karen McCredie serve as the second resource member on the Senate Planning and Policy Committee.

CARRIED

8. ELECTION OF VICE-CHAIR

Presented by: Kris Bulcroft

The Senate Nominating Committee – Vice-Chair was requested to meet and bring forth names of candidates for Vice-Chair of Senate.

9. GRADING PROFILE COMMITTEE

Presented by: Graham Fane

Graham recapped the process in which the proposed two grading profiles were developed. A committee had been formed to collect information and feedback from the University community on the current grading profiles used. In general, the University community had agreed that it would be beneficial to reduce the number of grading profiles. The University community was asked by the committee to take two proposed grading profiles back to their constituencies for discussion and feedback. After review of the feedback and discussions, the committee prepared a motion and presented it to Senate.

Graham Fane moved and Tim Schouls seconded that:

Part 1) It is resolved that Capilano university will have two grading profiles, per the following table:

	Profile 1	Profile 2
A+	90	97
A	85	93
A-	80	89
B+	76	85
B	72	81
B-	68	77
C+	64	73
C	60	69
C-	55	65
D	50	60

Part 2) It is resolved that all sections of a course will have the same grading profile.

The motion was put on the floor and members further reviewed and discussed the two proposed grading profiles. Some members reported that they had not received consensus from their Faculties with respect to the two proposed grading profiles. Discussion arose on grading profile practices used at other institutions and in this regard, the committee was asked if they had considered proposing only one grading profile with equivalent increments. There was discussion of the impact on both students and faculty if the University considered a single grading profile with equivalent increments. An amendment to the motion was put on the floor.

Jackie Snodgrass moved and Karin Jager seconded that:

Capilano University have one grading profile that is in equal intervals with 5% intervals starting at 100.

The committee chair was asked if the proposed amendment was a friendly amendment and the chair responded “no”. Discussion continued on the impact of the amendment to the motion and a vote was taken on the amendment.

11/17 That the motion proposed by Graham Fane and seconded by Tim Schouls be amended to read that “Capilano University have one grading profile that is in equal intervals with 5% intervals starting at 100.

CARRIED
14 yes
7 opposed
0 abstentions

Following motion 11/17:

David Clarkson moved and Tim Schouls seconded:

The motion be tabled and returned to the committee for further review.

After further discussion and a friendly amendment:

11/18 That motion 11/17 be tabled to the May Senate meeting.

CARRIED

Marion Haythorne agreed to have details of the proposed grading profile put into the Informer and in her regular email to faculty. Senators were asked to get feedback from their respective Faculties.

10. FACULTY STRUCTURE REVIEW COMMITTEE

Presented by: Chris Bottrill

The Faculty Structure Review Committee met and considered some recommendations. A further meeting of the Committee will take place and a report will be brought forward to Senate.

11. TRIBUTES COMMITTEE

Presented by: Catherine Vertesi

The Tributes Committee reported that the four honorary degree candidates had accepted the award. Three of the honorees will attend the spring graduation ceremonies to receive their award. However, as it is difficult for one of the recipients to attend the graduation ceremonies, arrangements have been made for a professional filmmaker to record an interview with the recipient and the interview will be shown at the graduation ceremony.

INFORMATION ITEMS

Item #1 – New Committees

- (a) Senate Budget Advisory Committee Mandate and Structure
- (b) Senate Academic Planning and Program Assessment Committee Mandate and Structure
- (c) Senate By-law, Policy and Procedure Committee Mandate and Structure
- (d) Senate Naming Opportunities Committee Mandate and Structure
- (e) Senate Tributes Committee Mandate and Structure

Presented by: Marion Haythorne

A request for committee volunteers for the 2011/2012 year will be presented at the May Senate meeting. In case an election is required, the election will be held at the August Senate meeting.

Item #2 – Election Results

Presented by: Karen McCredie

Karen informed Senate that elections for student representatives to the Board and Senate were now closed. For the two student positions on the Board, 11 nominees were received and the successful candidates were David Clarkson and Jordan Liden. For the four student positions on Senate, 8 nominees were received and the successful candidates were:

David Clarkson
Kelsey Didlick
Azam Ansari Ghaleh
Brandon Hofmarks

Student representatives for Senate will serve a one-year term beginning August 1, 2011.

Karen reported that a complaint had been received regarding the voting period and, once an investigation is undertaken, a report will be provided to Senate.

With regard to the Senate Faculty position for Fine and Applied Arts, Grace McNab won by acclamation. A by-election will be held for the Faculty position for Health and Education with the following timelines:

Call for Nominations	April 22, 2011
Nominations Closed	May 6, 2011
Elections Open	June 6, 2011
Elections Closed	June 13, 2011
Election Results Announced	June 15, 2011

The outcome of the elections will be posted on the Capilano website.

Item #3 – Referendum – Student Health and Dental Plan

Presented by: David Clarkson

The CSU will be holding a referendum from April 4 – 8; where students will vote on the implementation of a student health and dental plan at the University. Senate was asked to notify Faculties to encourage all students to vote and, if requested, speakers could attend classes to ensure that students were all aware of the referendum.

Item #4 – All Candidates Forum

Presented by: Kelsey Didlick

Senate was informed that there would be an all candidates forum for the upcoming federal election on April 7th from 11:30 to 1:00 in the North Vancouver cafeteria. Everyone was encouraged to attend.

There being no further business and on motion duly made and seconded, the meeting was adjourned at 6:30 p.m.

Next Meeting: Tuesday, May 3, 2011.
