



SENATE MEETING

Tuesday, April 3, 2012 4:00 pm LB322

MINUTES

PRESENT: Kris Bulcroft (Chair), Jean Bennett, Chris Bottrill, Parker Busswood, Robert Campbell, David Clarkson, Nicholas Collins, Kelsey Didlick, Michael Fleming, Brandon Hofmarks, Susan Hogan, Karin Jager, Reini Klein, Clay Little, Grace Makarewicz, Karen McCredie, Paul McMillan, Grace McNab, Jennifer Moore, Saam Nasipour, Claire Queree, Erin Robinson, Gordon Rudolph, Tim Schouls, Sandra Seekins, Tammy Towill, Milton Williams, Recording Secretary: Mary Jukich

REGRETS: Cristina Delgado, Graham Fane, Darin Feist, Marion Haythorne, Sonja Lebens, Jackie Snodgrass, Peter Ufford, Catherine Vertesi, Stephanie Wells

GUESTS: Leighan Crowe and Cam Sylvester

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

1. APPROVAL OF AGENDA

Item #9, Election Results and Vacancies was moved to Item #4.

*Chris Bottrill moved and Kelsey Didlick seconded that:
the amended Agenda be approved.*

CARRIED

2. MINUTES

On page 5, bi-election should have read "by-election".

*Robert Campbell moved and Jennifer Moore seconded that:
the amended Minutes of the March 6, 2012 meeting be approved.*

CARRIED

3. CHAIR AND VICE-CHAIR'S REPORTS

Chair's Report

Kris welcomed to Senate Erin Robinson, new Alumni representative and Saam Nasipour, new CSU representative.

Kris informed Senate of the first annual Capilano Easter Egg Hunt on Thursday, April 5th.

Senators were invited to visit the Campus Planning – Open House.

On behalf of Marion Haythorne, Kris informed Senate that Marion will be holding an orientation for all new senate members.

The Senate Nominating Committee – Vice Chair will be struck shortly to determine names for the Vice-Chair of Senate and voting will take place electronically. Senators were invited to submit their names to the Committee if they wished to be considered for this position. The new Vice-Chair of Senate will assume their role on August 1.

4. SENATE TRIBUTES COMMITTEE

Presented by: Susan Hogan

Three nominations for Faculty Emeritus were presented and motions passed approving the nominations.

5. APPROVALS IN PRINCIPLE

None

6. SENATE CURRICULUM COMMITTEE

Presented by: Robert Campbell

(a) Resolutions

Robert presented the resolutions brought forward from the March 16th Senate Curriculum Committee meeting.

Robert Campbell moved and Parker Busswood seconded that:

12/18 SCC resolutions, 12/24 through 12/38 and 12/40, be received and adopted by Senate.

CARRIED

David Clarkson moved and Milton Williams seconded that:

12/19 SCC resolution 12/39, final approval of the Early Childhood Educator Assistant, be received and adopted by Senate.

CARRIED

7. SENATE ACADEMIC PLANNING AND PROGRAM ASSESSMENT COMMITTEE

Presented by: Michael Fleming

The Committee met on March 27 and discussed how the performance measure data could be used as an assessment measure. Senate was informed that an issue came up in that some data was produced as a consequence of an outdated Board policy document on budget criteria. The document will be reviewed and the Committee will determine how to proceed with the data.

Senate was advised that the Committee has set May 7 and May 11 as dates for selected areas to have an opportunity to present their reports to the Committee.

8. SENATE BUDGET ADVISORY COMMITTEE*Presented by: Tammy Towill*

Senate was advised that the budget documents attached to the agenda have been reviewed by the Board and continue to indicate a budget shortfall of \$1.66 million. Since the release of the documents, the Committee had met to review additional information. Two additional documents, the Draft 2012/13 Budget Decreases Top 12 Highly Subsidized Programs and Draft 2012/13 Budget Decreases, were distributed to Senate for review and discussion. It was noted that on the Draft 2012/13 Budget Decreases document, item #9 Destination Resort Management, the number should have read 14 instead of 21.5 sections.

Cindy Turner, VP Finance was thanked for her work on the budget documents.

As the budget is required to be approved in May, the Committee will be meeting again for further discussion and review of the budget documents.

The Committee reported that this year's budget process was difficult and that the University is anticipating the same difficulties arising in the next two years as the Ministry has announced cuts in each of these years. In this regard, the Committee will continue its work after this budget is closed, including review of highly subsidized programs, as well as seat maximums and utilization.

On behalf of the Committee, Tammy thanked the chairs and coordinators for their work in gathering the seat utilization data.

Senators were reminded that the budget process requires that information is taken back to areas for consultation and discussion.

9. ELECTION RESULTS AND VACANCIES*Presented by: Karen McCredie*

The results of the recent Senate election were announced and Senate was informed that a tie between Paul McMillan and Nanci Lucas had resulted for the second seat of the Faculty of Arts and Sciences. As per the Senate election procedures, Senate voting members were requested to vote by secret ballot to break the tie. Before the vote, both candidates presented a brief statement to Senate.

A member expressed concern that notice of the vote had not been indicated and that lack of notice may preclude members' ability to vote. In response, Senate was informed that an announcement had been indicated and posted on the University website. As well, concern continued that absent voting members were not given an opportunity to provide a proxy.

Kelsey Didlick moved and Parker Busswood seconded:

To postpone the tie breaking vote

DEFEATED

A call for ballots was made and ballots counted. The Registrar announced the results as follows:

Nanci Lucas – 7 votes
Paul McMillan – 13 votes

Two abstentions from the voting were noted:
David Clarkson and Kelsey Didlick

Senate was informed that a by-election for one student seat on the Board and for Senate faculty representation would be called on April 4 for the following vacant seats:

Faculty of Business	– 1 seat
Faculty of Fine and Applied Arts	– 2 seats
Faculty of Health and Education	– 1 seat
Faculty of Student Services and Development	– 1 seat

A member questioned whether tallies of votes for each candidate would be disclosed. Discussion arose on the advantages and disadvantages of releasing the tallies and some members felt that this information should be released. Member concerns were noted and will be reviewed.

The following timeline for the by-election will apply:

April 4, 2012	Call for Nominations <i>OPEN</i>
April 18, 2012, 4:00pm	Call for Nominations <i>CLOSED</i>
April 19, 2012, 10:00am	Election Orientation
May 17, 2012, 12:01am	Voting <i>OPEN</i>
May 23, 2012, 11:59pm	Voting <i>CLOSED</i>
May 25, 2012	Election Results Announced

10. FACULTY STRUCTURE REVIEW

Presented by: Jean Bennett

Senate reviewed the proposal on restructuring of the Capilano Faculties. Senate was reminded that discussions with coordinators and chairs of program areas was undertaken, as well as research on Faculty structure at other institutions, in developing the proposed structure.

Concerns were raised that the institution may be restructuring the Faculties as a result of economics and that the new structure may decrease faculty representation on Senate and a member requested that discussions continue within Faculties before the proposal is considered.

Discussion arose on the impact of Senate representation if the University moved to five faculties and, in this regard, Senate reviewed a proposal amending the Senate By-laws. As a result of discussion, members indicated a consensus to make a recommendation that the Senate by-law amendment proposal be forwarded to the Senate By-law, Policy and Procedure Committee for their review.

INFORMATION ITEMS

None.

There being no further business and on motion duly made and seconded,
the meeting was adjourned at 5:45 p.m.

Next Meeting: Tuesday, May 1, 2012.
