



## SENATE REGULAR MEETING

Tuesday, August 18<sup>th</sup>, 2020 4:00 – 6:00 pm  
VIA MS TEAMS

### AGENDA

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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**
- 2. Approval of the Agenda - Decision** Senate Members
- 3. Approval of the June 3, 2020 Minutes – Decision** Senate Members  
Schedule 3
- 4. Correspondence Received**
- 5. Business Arising**
  - 5.1 Self-Evaluation Committee – *Information* Robert Thomson
  - 5.2 Academic Continuity – *Information* Laureen Styles
- 6. New Business**
  - 6.1 Volunteers for Senate Orientation – *Information* Paul Dangerfield
  - 6.2 Volunteers for Subcommittees – *Information* Paul Dangerfield  
Schedule 6.2
  - 6.3 NWCCU Update – *Information* Laureen Styles/  
Debbie Schachter  
Schedule 6.3
- 7. Committee Reports**
  - 7.1 Academic Planning and Program Review Committee – *Decision* Michael Thoma
    - 7.1.1 Concept Paper – Sechelt Nation Language and Culture Diploma Schedule 7.1.1
    - 7.1.2 Program Review – Community Leadership and Social Change Diploma and Community Capacity Building Citation Schedule 7.1.2



## SENATE REGULAR MEETING

Tuesday, August 18, 2020 4:00 – 6:00 pm

VIA MS TEAMS

### AGENDA

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- |            |                                                                                       |                  |
|------------|---------------------------------------------------------------------------------------|------------------|
| 7.1.3      | Program Review – Education Assistant Certificate                                      | Schedule 7.1.3   |
| 7.2        | Bylaw, Policy and Procedure Committee - <i>Information</i>                            | Marnie Findlater |
| 7.3        | Curriculum Committee – <i>Decision</i>                                                |                  |
| 7.3.1      | Resolution Memo                                                                       | Deb Jamison      |
|            | June 12 Agenda Package / <a href="#">June 12 Draft Minutes</a>                        | Schedule 7.3.1   |
| 7.3.2      | SCC Membership – Motion to endorse the following member:<br>Dominique Walker - Design |                  |
| 7.4        | Teaching and Learning Committee - <i>Information</i>                                  |                  |
| 7.5        | Budget Advisory Committee – <i>Information</i>                                        |                  |
| <b>8.</b>  | <b>Other Reports</b>                                                                  |                  |
| 8.1        | Chair of Senate – <i>Information</i>                                                  | Paul Dangerfield |
| 8.2        | Vice Chair of Senate – <i>Information</i>                                             | Stephen Williams |
| 8.3        | VP Academic and Provost – <i>Information</i>                                          | Laureen Styles   |
| 8.4        | Board Report – <i>Information</i>                                                     | Duncan Brown     |
| <b>9.</b>  | <b>Discussion Items</b>                                                               |                  |
| <b>10.</b> | <b>Other Business</b>                                                                 |                  |
| <b>11.</b> | <b>Information Items</b>                                                              |                  |



## SENATE MEETING

Tuesday, June 3<sup>rd</sup>, 2020 4:00 pm  
VIA MS TEAMS

### MINUTES

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**Present:** Paul Dangerfield (Chair), Christopher Ballard, Oscar Blue, Duncan Brown, Pardis Daneshyar, Iana Dokuchaeva, Brent Calvert, Lara Duke, Marnie Findlater, Ted Gervan, Kyle Guay, Bridget Stringer-Holden, Miranda Huron, Deb Jamison, Pouyan Mahboubi, Anthea Mallinson, Brad Martin, Lauren Moffatt, John Molendyk, Corey Muench, Alea Rzeplinski, Debbie Schachter, Judy Snaydon, Laureen Styles, Michael Thoma, Robert Thomson, Diana Twiss, Mark Vaughan, Kyle Vuorinen, Stephanie Wells, Hartaj Wadhwa, David Weston, Stephen Williams, Recorder: Mary Jukich

**Regrets:** Joel Cardinal, Nazmi Kamal

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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.*

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

#### **1. Welcome**

As an opening statement, the Chair acknowledged the current situation in the United States is concerning and a reason to pause and consider what we should be doing not only as individuals, but also as a University, and that it is important to stand up as allies with our voices to say how concerned we are with this situation.

Outgoing student Senators, Christopher Ballard and Oscar Blue, were acknowledged and thanked for their contributions to Senate.

In the absence of Nazmi Kamal, Kyle Guay assumed voting rights for the Faculty of Global and Community Studies.

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

*Paul Dangerfield moved and Bridget Stringer-Holden seconded:*  
To adopt the agenda.

**CARRIED**

#### **3. Approval of the Minutes**

*Paul Dangerfield moved and Alea Rzeplinski seconded:*  
To adopt the May 12<sup>th</sup>, 2020 minutes.

**CARRIED**



## SENATE MEETING

Tuesday, June 3<sup>rd</sup>, 2020 4:00 pm  
VIA MS TEAMS

### MINUTES

---

#### 4. Correspondence Received

Written feedback on the proposed Teaching and Learning Committee Terms of Reference was received.

#### 5. Business Arising

##### 5.1 Self-Evaluation Committee

*Presented by: Robert Thomson*

Senate was informed that 25 responses from the Senate survey were received, and that the full report and summary will be brought to the August Senate meeting.

##### 5.2 Results of By-Election

*Presented by: Kyle Vuorinen*

The results of the recent by-election was presented to Senate indicating that David Weston was acclaimed as the voting faculty representative from Arts and Sciences.

#### 6. New Business

##### 6.1 Graduates

*Presented by: Kyle Vuorinen*

The Registrar submitted a list of five additional graduates, verified by the Registrar's Office, to have met the graduation requirements of their program.

*Kyle Vuorinen moved and Diana Twiss*

**20/32** Senate accept the students as graduates.

**CARRIED**

##### 6.2 Teaching and Learning Committee Terms of Reference

*Presented by: Stephen Williams*



## SENATE MEETING

Tuesday, June 3<sup>rd</sup>, 2020 4:00 pm  
VIA MS TEAMS

### MINUTES

---

As background, Senate previously directed that a working group be formed to develop a mandate and structure document for a Teaching and Learning Committee. The working group did some research on other terms of reference documents of a wide number of BC university Senate committees where the focus was teaching and learning. As well, input was received from a variety of departments, including input from the Senate Bylaw, Policy and Procedure Committee.

On discussion and review of the proposed Teaching and Learning Committee terms of reference, several concerns were raised with the proposed structure of the committee and the voting representatives. However, it was noted that the framework was followed of other Senate subcommittees, and that it is possible that in a year's time the Committee may wish to re-visit its mandate and structure to ensure it is serving the University.

*Debbie Schachter moved and Ted Gervan seconded:*

**20/33** That the Senate approve the Senate Teaching and Learning Committee Mandate and Structure Policy document, as presented. **CARRIED**  
**1 Abstention**

*Kyle Guay moved and John Molendyk seconded:*

**20/34** That the Senate rescind the Senate Instructional Technologies Advisory Committee Mandate and Structure policy document. **CARRIED**  
**1 Abstention**

*Lauren Styles moved and Oscar Blue seconded:*

**20/35** That the Senate thank the members who have served on SITAC over the years for their service, dedication, and contribution. **CARRIED**

## 7. Committee Reports

### 7.1 Academic Planning and Program Review Committee

*Presented by: Michael Thoma*

The Committee met on May 19<sup>th</sup>, and Lauren Styles, VP Academic and Provost, provided the Committee with an overview of the Academic Plan development and



## SENATE MEETING

Tuesday, June 3<sup>rd</sup>, 2020 4:00 pm  
VIA MS TEAMS

### MINUTES

---

strategy. As part of the strategy, an advisory group will be formed which will be chaired by the VP Academic and Provost, and the role of SAPPRC will be to provide input on revising and reviewing drafts, as well as providing commentary. Aurelea Mahood, Director, Academic Initiatives and Planning provided an update on program review, which included the status of upcoming program reviews, as well as ongoing quality assurance consultations, including faculty outreach for feedback on proposed refinements, and two events scheduled with CIE that address both program review and new program development.

#### 7.2 Bylaw, Policy and Procedure Committee

*Presented by: Marnie Findlater*

##### 7.2.1 Faculty of Global and Community Studies Terms of Reference

As the Faculty of Global and Community Studies Bylaws were recently approved, Senate was requested to approve the rescission of the Faculty's Terms of Reference.

*Stephanie Wells moved and Lara Duke seconded:*

**20/36** To rescind the Faculty of Global and Community Studies Terms of Reference.

**CARRIED**

##### 7.2.2 Staggered Senate Elections

As background, the Committee was previously tasked to do some research on the possibility of staggering the Senate elections in order to maintain historical knowledge on Senate. Some recommendations were developed and provided to the Chair for consideration.

#### 7.3 Curriculum Committee

*Presented by: Deb Jamison*

##### 7.3.1 Resolution Memorandum

The resolutions brought forward from the May 15<sup>th</sup> 2020 Senate Curriculum Committee meeting were presented to Senate for approval.



## SENATE MEETING

Tuesday, June 3<sup>rd</sup>, 2020 4:00 pm  
VIA MS TEAMS

### MINUTES

---

*Deb Jamison moved and Marnie Findlater seconded.*

**20/37** Resolutions 20/37 to 20/40 be approved.

**CARRIED**

#### **7.4 Instructional Technologies Advisory Committee**

*Presented by: Debbie Schachter*

The Committee has not met and was on hold until the working group had concluded its work. Based on the discussion, and the results of the vote under Item #6.2 of the June 3, 2020 Senate agenda, the Instructional Technologies Advisory Committee (SITAC) was rescinded. Previous members of SITAC were acknowledged and thanked for their work on the Committee.

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

*Presented by: Oscar Blue*

The Committee met on June 1<sup>st</sup> and a presentation was provided on last year's actuals and the state of the budget going forward. There will be a further meeting on June 8<sup>th</sup> to continue discussions.

### **8. Other Reports**

#### **8.1 Chair of Senate**

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

- The University finished the year financially in good shape and transitioned to a remote online model.
- Work is underway to analyse the impact of Covid-19 in terms of enrolment and the possible impact to new students, both domestic and international, and returning students, both domestic and international. The University is also working at the provincial level with the Ministry, and with other institutions to look at ways to address the current situation, and the impact on enrolment as a direct result of Covid-19.
- Also under review is the impact of delivering programs and courses remotely or online as well as services remotely and online, and how this impacts on



## SENATE MEETING

Tuesday, June 3<sup>rd</sup>, 2020 4:00 pm  
VIA MS TEAMS

### MINUTES

---

other revenues. Work is also underway in looking at how things can be done differently as we move forward to make sure that we have savings in terms of operation and what kind of things can be done differently. Several scenarios are being developed, and the University is planning for a worse case.

- In approximately two weeks, convocation will be held for graduating students and the installation of the new Chancellor. The event will be held virtually and it is anticipated that approximately 250 to 300 students will be participating.

#### 8.2 Vice-Chair Senate

Stephen Williams provided the Vice-Chair's report, including the following highlights:

- The Vice-Chair continues to attend meetings of all the standing committees and working groups of Senate.
- As well, the Vice-Chair continues to attend the Board meetings to provide an update on activities of the Senate. At the last Board meeting, there was a deep level of appreciation from the Board Chair for all employees, and for the members of Senate, in their responsiveness and dedication to student success during the pandemic.

#### 8.3 VP Academic and Provost

Laureen Styles provided the VP Academic and Provost report, which included the following updates on components of change that have occurred since the last Senate meeting:

- Active planning for the Fall is underway. Through each Dean there has been a request to work with every course that is planned for Fall to identify the preferred mode of delivery, focusing on four options; online, mixed mode, in-person, and off site. The goal is to have those recommendations going to the Deans, and then prioritizing where spaces are available for mixed mode and in-person, and ensuring that the schedule of dates is maintained with classes starting in September and the registration date opening on July 6.





## SENATE MEETING

Tuesday, June 3<sup>rd</sup>, 2020 4:00 pm  
VIA MS TEAMS

### MINUTES

---

- Through the Deans and the VP Academic and Provost Office, work is underway in sorting out for in-person and mixed mode deliveries, what requirements are required, and what can be met based on the guidelines and criteria in place for physical distancing.
- The Chair of SCC, the Registrar and the VP Academic and Provost are working on how to support the adaptations for the Fall and ensuring that Senate processes are respected. A plan will be communicated in terms of what is being expected when adaptations are made for the Fall, and ensuring that the attention of SCC is focused on permanent changes instead of the adaptations.
- The academic plan advisory group is under construction and anticipating its first meeting on June 5<sup>th</sup>.
- The University is in active processes with the Northwest Community Colleges and Universities (NWCCU). The self-study group review is starting and there will be additional engagement with Senate and Faculties between August and September, with an anticipated site visit in October.

#### 8.4 Board Report

Duncan Brown, Board representative on Senate provided a report on the Board's activities from the January 28<sup>th</sup>, February 11<sup>th</sup>, March 24<sup>th</sup> and June 2<sup>nd</sup>, 2020 Board meetings, and some of the highlights were as follows:

##### January 28

- The Capilano Union Students' Union Executive made a presentation to the Board.
- The Board approved the University's 2020/21 operating and capital budgets.
- The Board approved a two percent increase in tuition and mandatory fees for domestic and international tuition for the 2020/21 academic years and a new Student Success Support fee of \$16.12 per credit to a maximum of \$127.73 per term for both domestic and international students commencing in the 2020/21 academic year.



## SENATE MEETING

Tuesday, June 3<sup>rd</sup>, 2020 4:00 pm  
VIA MS TEAMS

### MINUTES

---

#### February 11

- The Board approved the terms of the collective agreement between Capilano University and MoveUp (COPE Local 378) for the period of July 1, 2019 to June 30, 2022.

#### March 24

- The Board approved, in principle, the Envisioning 2030 ten-year strategic plan.
- The President and Vice President, University Relations updated the Board on the university's planning for, and responding, to COVID-19, including top priorities, recent activities and key decisions.
- The Board received the February 26, 2020 annual Mandate Letter from the Ministry of Advanced Education, Skills and Training and a report summarizing the priorities of the Mandate Letter and how the priorities and initiatives of the CapU's integrated plan will meet and deliver on the expectations of the Ministry.
- The Board approved the appointment of Yuri Fulmer as Chancellor to Capilano University for the term from June 1, 2020 to May 31, 2023.
- The Board merged its Governance Committee and Policy and Planning Committee to create a new Governance and Planning Committee, renamed its Executive Committee as Executive and Human Resources Committee, and revised the Terms of Reference for these Committees as well as the Finance and Audit Committee and Investment Management Committee.
- Board Members completed and signed Related Party Disclosure Forms required by the B.C. government.
- The Board approved in principle planning for the Centre for Childhood Studies and student housing on the North Vancouver campus.

#### June 2



## SENATE MEETING

Tuesday, June 3<sup>rd</sup>, 2020 4:00 pm  
VIA MS TEAMS

### MINUTES

---

- The Board received an update report on Covid-19 and the University's resumption plan.
- The Board received an update on the review of the Three-year Operating and Capital Budget (2020/21 – 2022/23) in light of Covid-19.
- The Board received the Auditor's Report and approved the Consolidated Audited Financial Statements for 2019/20.
- The Board received an update to the Campus Master Plan and approved the University's five-year capital plan for submission to the Ministry of Advanced Education, Skills and Training.
- The Board received the Executive Compensation Disclosure Statement for the year ended March 31, 2020.
- The Board re-elected Cherian Itty as Chair and Duncan Brown as Vice Chair, both Capilano University alumni.
- The Board approved a new, consolidated Governance Manual and rescinded the following Board policies that were replaced by the new Manual:
  - B.306 – Board Bylaws
  - B.308 – Board Charter
  - B.309 – Board Member and Board Chair Responsibilities
  - B.302 – President Responsibilities.
- The Board reviewed its 2020 Board Self Evaluation Survey and Report, as well as a report on follow up to the 2019 Survey, and recommendations for follow to the 2020 Survey.
- The Board reviewed its 2020-21 annual meeting schedule.
- The Board received the draft Institutional Accountability Plan and Report for review and feedback.
- The Board approved changes to the asset mix for the Capilano University Foundation investment portfolio and also approved a 3.75 percent as the



## SENATE MEETING

Tuesday, June 3<sup>rd</sup>, 2020 4:00 pm  
VIA MS TEAMS

### MINUTES

---

distribution rate from the Capilano University Foundation Investment Portfolio.

- The Board approved the terms of the collective agreement between Capilano University and the Capilano University Faculty Association for the period of April 1, 2019 to March 31, 2022.
- The Board received a mid-year President's Performance report and update
- The Board rescinded the following Board policies, which are now incorporated into Senate Policy S2018-02 – Student awards, which consolidates and replaces all previous student awards, scholarship, bursaries and prizes policies:
  - B.203 – Emergency Bursaries and Fee Waivers
  - B.204 – Board Scholarships

*Paul Dangerfield moved and Stephanie Wells seconded:*  
To extend the meeting to 6:05 pm.

**CARRIED**

**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 6:05 pm.

**Next Meeting: Tuesday, August 18<sup>th</sup>, 2020**

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**CAPILANO**  
UNIVERSITY  
**SENATE SUBCOMMITTEES**  
**August 2020 – June 2021**

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**Academic Planning and Program Review Committee**

Membership: Senators and non-Senators

Meetings: 2<sup>nd</sup> Tuesday of the Month - 4:00 - 6:00 pm

<b>(Voting)</b>	
Chair of Senate	Paul Dangerfield
Vice-Chair of Senate	Stephen Williams (EDUC)
VP Academic & Provost	Laureen Styles
Dean	Brad Martin
Faculty	Michael Thoma (F&A)
Faculty	(Vacant)
Faculty	Bill Dow (F&A)
Faculty	Jane Raycraft (GLOB)
Faculty	Nila Gopaul (EDUC)
Faculty	Lauren Moffatt (A&S)
Faculty	Judy Snaydon (F&A)
Faculty*	
Staff	Marnie Findlater
Staff	Shannon He
Student	(Vacant)
Student	(Vacant)
<b>(Non-Voting) Resource Members</b>	
Administrator	Chris Bottrill
Administrator	Laura MacKay
Director of Strategy, Analytics and Institutional Research	Joyce Ip

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\*One additional faculty member will be added if the Vice-Chair of Senate is not a faculty member.



**CAPILANO**  
UNIVERSITY  
**SENATE SUBCOMMITTEES**  
**August 2020 – June 2021**

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**Budget Advisory Committee**

Membership: Senators

Meetings: Schedule is determined at first meeting

<b>(Voting)</b>	
Vice-Chair of Senate	Stephen Williams
Administrator	Ted Gervan
Administrator	Debbie Schachter
Faculty	Deb Jamison
Faculty	Michael Thoma
Faculty	Anthea Mallinson
Faculty*	
Staff	Marnie Findlater
Student	(Vacant)
<b>Ex-Officio Member (Non-Voting)</b>	
Chair of Senate	Paul Dangerfield
VP Finance and Administration	(Vacant)
Director, Finance	Tally Bains

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**CAPILANO**  
UNIVERSITY  
**SENATE SUBCOMMITTEES**  
**August 2020 – June 2021**

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

Membership: Senators and non-Senators

Meetings: 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of the month – 1:00 – 2:30 pm.

<b>(Voting)</b>	
Chair of Senate	Paul Dangerfield
Vice-Chair of Senate	Stephen Williams
Administrator	Ted Gervan
Faculty	Mark Vaughan
Faculty	Diana Twiss
Faculty	Corey Muench
Faculty*	
Staff	Marnie Findlater (Chair)
Student	(Vacant)
<b>(Non-Voting) Resource Members</b>	
Administrator	Debbie Schachter
Manager of Policy, Privacy & Governance	Jennifer Jamieson / Lynn Newman

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**CAPILANO**  
UNIVERSITY  
**SENATE SUBCOMMITTEES**  
**August 2020 – June 2021**

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**Teaching and Learning Committee**

Membership: Senators and non-Senators

Meetings: Schedule to be determined

<b>(Voting)</b>	
Chair of Senate	
Vice-Chair of Senate	
Administrator	
Faculty	
Faculty	
Faculty	
Faculty	
Faculty	
Faculty*	
Librarian	
Staff	
Student	
<b>(Non-Voting)</b>	
Administrator, Centre for Teaching Excellence (CTE)	
Administrator, Information Technology (IT)	
Administrator, Creative Activity, Research and Scholarship (CARS)	
Executive Member, Capilano Student Union	
Administrator, Indigenous Education and Affairs	

Faculty Members - Preference for representation from all faculties, with at least two of the faculty members being Senators.

Student – Preference for the student being a Senator.

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**CAPILANO  
UNIVERSITY  
SENATE SUBCOMMITTEES  
August 2020 – June 2021**

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**Vice-Chair Nominating Committee**

Membership: Senators

Meetings: One or two meetings between May and June

Administrator	Debbie Schachter
Faculty	Lauren Moffatt
Faculty	Kyle Guay
Staff	(Vacant)
Student	Bridget Stringer-Holden

**Self-Evaluation Committee**

Membership: Senators

Meetings: One or two meetings between May and June

Administrator	Debbie Schachter
Faculty	Stephen Williams
Faculty	Robert Thomson
Faculty	Kyle Guay
Staff	(Vacant)
Student	(Vacant)

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**CAPILANO**  
UNIVERSITY  
**SENATE SUBCOMMITTEES**  
**August 2020 – June 2021**

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**Tributes Committee**

Membership: Senators

Meetings: Schedule is determined at first meeting

<b>(Voting)</b>	
Chair of Senate	Paul Dangerfield
Vice-Chair of Senate	Stephen Williams
Administrator	(Vacant)
Faculty	Deb Jamison
Faculty	Corey Muench
Faculty	Kyle Guay (Chair)
Faculty*	
Staff	Marnie Findlater
Student	Bridget Stringer-Holden
<b>Ex-Officio Member (Non-voting)</b>	
Vice President, University Relations	Jennifer Ingham

**Naming Opportunities Committee (Senators)**

Membership: Senators

Meetings: As and When

<b>(Voting)</b>	
Chair of Senate	Paul Dangerfield
Vice-Chair of Senate	Stephen Williams
Administrator	Ted Gervan
Faculty	Deb Jamison
Faculty	Corey Muench
Faculty	Kyle Guay
Faculty*	
Staff	(Vacant)
Student	(Vacant)
<b>Ex-Officio Member (Non-Voting)</b>	
Executive Director, Advancement	(Vacant)

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**CAPILANO**  
UNIVERSITY  
**SENATE SUBCOMMITTEES**  
August 2020 – June 2021

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**Curriculum Committee (Senators and non-Senators)**

<b>DAC Recommends to Senate (2 Year Term)</b>	
<b>(Voting)</b>	
Humanities	Cass Picken
Social Sciences	Sean Ashley
Science, Technology, Engineering and Mathematics	Urmila Jangra
Motion Picture Arts	David Geary
Design	Dominique Walker
Performing Arts	Jennifer Nesselroad
Business, International Programs, Projects and Partnerships	Darcie Hillebrand
Applied Business, Legal Studies, Communications	Deb Jamison
Tourism and Outdoor Recreation Management	Mohna Baichoo
Health and Education	Rachel Yu
Global Stewardship, Public Administration & Human Kinetics	Caroline Soo
Access and Academic Preparation	Ferdos Jamali
Library	Fiacre M. O' Duinn
Student Services	Keith Lam
<b>Students (1 Year Term)</b>	Alisha Samnani
	(Vacant)
	(Vacant)
<b>Administrators (VP)</b>	Laureen Styles
Dean	Brad Martin
Dean	Pouyan Mahboubi
Dean	Lara Duke
Registrar	Kyle Vuorinen
One Academic Advisor	Shahnaz Darayan
Director of Continuing Studies	Annie Prud'homme-Genereux
Chair or Vice-Chair of Senate	Paul Dangerfield / Stephen Williams
<b>(Non-voting)</b>	
Chair	Deb Jamison

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\*One additional faculty member will be added if the Vice-Chair of Senate is not a faculty member.

## SENATE REPORT

<b>AGENDA ITEM:</b>	<b>NWCCU Update</b>
<b>PURPOSE:</b>	<input type="checkbox"/> <b>Approval</b> <input checked="" type="checkbox"/> <b>Information</b> <input type="checkbox"/> <b>Discussion</b>
<b>MEETING DATE:</b>	<b>August</b>
<b>PRESENTER:</b>	<b>Debbie Schachter</b>

### **PURPOSE**

To share information about the recently completed NWCCU Annual Report, the Year-7 self-evaluation report and the upcoming site visit.

### **BACKGROUND**

Capilano University is in its seventh year of its NWCCU accreditation which means that this year we are required to complete a significant Year-7 evaluation and report and host an in-person site visit. This is in addition to completing and submitting an annual report. The Annual Report was submitted on July 27<sup>th</sup> while the Year-7 evaluation report was submitted on August 7<sup>th</sup>, in compliance with the requirement to submit the report a minimum of 6 weeks prior to the site visit. The NWCCU accreditation site visit is currently scheduled to take place online during October 19-21, 2020.

NWCCU has developed and refined its accreditation standards for 2020 with 47 elements under two overarching standards. The two standards are:

- **Standard One: Student Success and Institutional Mission and Effectiveness**
  - Institutional Mission
  - Improving Institutional Effectiveness
  - Student Learning
  - Student Achievement
  
- **Standard Two: Governance, Resources, and Capacity**
  - Governance
  - Academic Freedom
  - Policies and Procedures
  - Institutional Integrity
  - Financial Resources
  - Human Resources
  - Student Support Resources
  - Library and Information Resources
  - Physical and Technology Infrastructure

During the past several months, the Accreditation Team reached out to the appropriate departments to provide information and data related to specific University practices, as outlined in the NWCCU

Standards. In particular, some of the standard elements required information to be gathered from *Institutional Research, Academic Initiatives and Planning, Finance, and the Registrar's Office*, while a number of the standards are satisfied through CapU's existing policies and procedures and other information located on the website.

The accreditation team appreciates the support and information received from each of the areas that provided input, in order to complete both the Annual Report and the Year-7 report. Further information will be shared with Senate as we receive information from NWCCU about the site visit process.

## **RECOMMENDATION**

*THAT Senate accept as information this report from the NWCCU Accreditation Team.*

## SENATE REPORT

**AGENDA ITEM:** Concept Paper - Sechelt Nation Language and Culture Diploma

Approval

**PURPOSE:**  Information

Discussion

**MEETING DATE:** August 20, 2020

**PRESENTER:** Michael Thoma

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### PURPOSE

The Concept Paper for the Sechelt Nation Language and Culture Diploma is designed to support the shíshálh Nation in revitalizing their traditional language and culture while focusing on other knowledge and skills that grow the capacity of the Nation.

### BACKGROUND

The program builds on the Sechelt Nation Language and Culture certificate by further increasing learners' knowledge and use of *she shashishalhem*, the language of the shíshálh Nation people, as well as of the history, culture, and society of the Nation. Concern was raised that there was a lack of focus with the Program Learning Outcomes as presented in the document. For example, a comment was made about combining language with other skills such as entrepreneurship and whether this has been done before and if was successful. The presenter noted that the lack of focus/clarity does require further work with the Nation and this will be accomplished with resources once the Concept Paper is approved. However, flexibility was needed in order to properly develop and clarify the outcomes, as well as a certain amount of financial support, which was anticipated to occur in the next stage of development.

### RECOMMENDATION:

- Motion: That Senate approve that the Concept Paper for the Sechelt Nation Language and Culture Diploma be forwarded to the VP Academic and Provost.

## SENATE REPORT

**AGENDA ITEM:** Program Review – Community Leadership and Capacity

Approval

**PURPOSE:**  Information

Discussion

**MEETING DATE:** August 20, 2020

**PRESENTER:** Michael Thoma

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### PURPOSE

The Program Review for the Community Leadership and Social Change Diploma, and the Community Capacity Building Citation, were brought to the Committee for approval that all steps in the program review process were successfully completed.

### BACKGROUND

The Committee was provided an overview of the program review for the Community Leadership and Social Change Diploma (60 credits), and the Community Capacity Building Citation (6 credits), which are offered through the Community Development Outreach (CDO). The work of the CDO is important in that it reaches out to those not served by campus-based programs, offering place-based educational opportunities to students who might not see themselves at a post-secondary institution. The programs have faced many struggles since their introduction in 2014 and are presently suspended. However, the Committee found that the programs provide a valuable contribution to the community, have formed many partnerships within the community, and the faculty were regarded as highly motivated. The programs may benefit from aligning with other programs at Cap U, which would also raise their profile.

### RECOMMENDATION:

- Motion: That Senate accept for information the Program Review process has been completed for the Community Leadership and Social Change Diploma, and Community Capacity Building Citation.

## SENATE REPORT

**AGENDA ITEM:** Program Review – Education Assistant Certificate

Approval

**PURPOSE:**  Information

Discussion

**MEETING DATE:** August 20, 2020

**PRESENTER:** Michael Thoma

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### PURPOSE

The Program Review for the Education Assistant Certificate was brought to the Committee for approval that all steps in the program review process were successfully completed.

### BACKGROUND

The Committee was provided an overview of the program review for the Education Assistant Certificate. The program is for 18 months and 30 credits, providing a blend of theory and practice with an emphasis on hand-on experiential learning that is skills-based and person-centred. There is a broad range of students from various backgrounds. Graduates are in high demand for their services, which include knowledge of specific disabilities, instructional strategies, technology, communications and/or personal care protocols, as well as how to support positive behavior and prevent or de-escalate challenging or severe behavior. There are many job opportunities for the Education Assistant in the Kindergarten to Grade 12 schools system, where they also provide support for students with special needs allowing for inclusion and independence. The Committee noted that the Action Plan was ambitious and relied heavily on the coordinator, who was already under pressure with their many responsibilities. There were also concerns around capacity (the need for a designated classroom), and competition, where, as noted by the External Reviewers, there are similar offerings at other institutions but that the hands-on experience differentiated this program.

### RECOMMENDATION:

- Motion: That Senate accept for information the Program Review process has been completed for the Education Assistant Certificate.





**SENATE CURRICULUM COMMITTEE  
RESOLUTION MEMO**

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**DATE:** June 16, 2020  
**TO:** Paul Dangerfield, Chair, Senate  
**FROM:** Deb Jamison, Chair, Senate Curriculum Committee

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The following motions were carried by the Senate Curriculum Committee at its meeting on June 12<sup>th</sup>, 2020.

- 20/41** The revisions to the Acting for Stage and Screen Certificate program profile be recommended to Senate for approval.
  
- 20/42** The revisions to the Music Diploma – Music Therapy Course Stream program profile be recommended to Senate for approval.

A handwritten signature in blue ink that reads "Deb Jamison".

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Deb Jamison, Chair  
Senate Curriculum Committee

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Paul Dangerfield  
Chair, Senate

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Date: June 16, 2020

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Date: