



AGENDA SPECIAL OPEN MEETING OF THE BOARD

Wednesday, December 17, 2025

5:00 pm to 5:45 pm

Via Teams

Board Members

RJ Wallia (Chair), Yuri Fulmer (Chancellor), Laureen Styles (Interim President),
Amina El mantari (Vice-Chair), Shelley Frost (Vice-Chair),
Brittany John, David Ayriss, Janet Cox, Louisa Lun, Owen McLachlan, Pegah
Yaghmaie, Prabal Gupta, Sam Tecle, Troy Abromaitis

Capilano University is named after Chief Joe Capilano (1854–1910), an important leader of the Skwxwú7mesh (Squamish) Nation of the Coast Salish Peoples. We respectfully acknowledge that our campuses are located on the unceded territories of the səliłwətał (Tseil-Waututh), shíshálh (Sechelt), Skwxwú7mesh (Squamish), and xʷməθkʷəy̓əm (Musqueam) Nations.

AGENDA ITEM	ACTION	SCHEDULE	TIME	PAGE
1. Land Acknowledgement and Approval of Agenda – RJ Wallia, Chair Motion: <i>THAT the Board approve the agenda as presented.</i>	Approval	-	5 min	Page 1
2. Academics – Dr. Tracy Penny Light, Interim VP Academic & Provost 2.1. Proposal for the Discontinuance or Suspension (Intake Pause) of Programs for 2026-27 Motion: <i>THAT the Board of Governors refer the recommendation to discontinue the programs listed to Senate for advice per B. 104 Discontinuance of Programs or Courses policy and per Section 35.2 (6) b) of the University Act.</i> Motion: <i>THAT the Board of Governors refer the information on program suspension (intake pause) of the programs listed to Senate for advice (without prejudice or precedent).</i>	Approval	Sch 2.1	40 min	Page 2
3. Meeting Close	-	-	-	-

Upcoming Board of Governors Open Meetings:

February 24, 2026

April 28, 2026

June 23, 2026



BOARD OF GOVERNORS REPORT

AGENDA ITEM 2.1: Proposal for the Discontinuance or Suspension (Intake Pause) of Programs for 2026-27	
PURPOSE:	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Information <input type="checkbox"/> Discussion
MEETING DATE: December 17, 2025	
PRESENTER: Tracy Penny Light, Interim Vice President, Academic and Provost	

PURPOSE

The purpose of this report is to present a proposal for the discontinuance or suspension (intake pause) of academic programs for the 2026-2027 academic year and ask the Board of Governors to seek the advice of Senate for final decision in February 2026.

MOTIONS

The following motions are proposed for the Board of Governors:

Motion: *THAT the Board of Governors refer the recommendation to discontinue the programs listed to Senate for advice per B. 104 Discontinuance of Programs or Courses policy and per Section 35.2 (6) b) of the University Act.*

Motion: *THAT the Board of Governors refer the information on program suspension (intake pause) of the programs listed to Senate for advice (without prejudice or precedent).*

BACKGROUND

Aligned with the Deficit Mitigation Plan (May, 2025) at Capilano University, and particularly related to the result of IRCC changes that lead to a significant decrease in international student enrolments, the Deans of each Faculty, in collaboration with the senior leadership team within the Office of the VP Academic and Provost, alongside other key leaders have been engaged in detailed discussions of programs that are proposed for discontinuance or suspension (intake pause) for the 2026-2027 Academic Year. The proposed program discontinuances for the 2026-27 year fall into three categories:

- (1) Programs with previous suspensions (intake pauses): the majority of the programs listed have previously had student intakes paused by the Deans in consultation with the program area and approved by the Vice-President Academic and Provost for the 2025-2026 academic year, or for prior academic years, and with this motion are subsequently coming to the Board for consideration to discontinue the program.
- (2) Programs with admission open for 2026-27: a small number of programs proposed for discontinuation are currently offering admission for the 2026-2027 academic year.

(3) Programs re-launched under a new name: there are programs that were relaunched under a new name, which stopped admission into the program. These programs are being included for due diligence purposes, and in effect are administrative housekeeping.

The list of programs being proposed for discontinuance will indicate which of the three categories they are in. Programs proposed for suspension of admission for the 2026-27 have been identified based primarily on lack of student demand (applications and/or registrations) with dean and chair/coordinator input and approved by the Vice President Academic & Provost. These are included with recommended program discontinuances, guided by Policy B 104, at this juncture for transparency and to ensure full information sharing institutionally (without prejudice or precedent). The expectation for programs for which there is a suspension of an intake in 2026-27 is that they will undertake an internal review of the program to determine what changes are needed to be reconsidered for admission in subsequent academic years. These reviews may determine that a program is not viable considering the university's academic plan moving forward, in which case they will return to the Board of Governors to be reconsidered for program discontinuance. The reviews, alternatively, may result in programs undergoing minor or major curriculum changes or might otherwise bring to light other considerations that demonstrate the future viability of the program to enable recruitment and admission for the program to restart. Appropriate processes for any necessary approvals would follow these reviews will include opportunities for faculty, students, and external communities to be consulted.

For each program being proposed for suspension (intake pause) of admission a more fulsome and detailed rationale will be provided to the Senate for their consideration and will be included in the final package for the Board following the Senate's process to provide the requested advice. In addition, the Office of the Vice-President Academic and Provost, in conjunction with the Registrar's Office, the Deans of the Faculties, and other senior leaders on campus, will be preparing a detailed communication plan for impacted faculty, students, prospective students, and external communities to ensure that the process moving forward is as transparent for the Capilano University community as possible, pending the final decisions of the Board of Governors in February. Any student currently in a program that the Board approves for discontinuance or suspension must have a teach out plan established by the program in which they are enrolled to ensure that they are able to complete their credential, in accordance with Capilano University Senate policy S.2013-2 (Teaching Out of Discontinued Programs).

Relevant Policies and Procedures:

[B.104-Discontinuance-of-Programs-or-Courses.pdf](#)

[Procedure B.104.1 - Discontinuance of Programs or Courses Feb 16 16](#)

[S2013-2-Teaching-Out-of-Discontinued-Programs.pdf](#)

Please Note: In the past, the suspension of admission for programs has not been subject to Policy B.104, which deals specifically with the discontinuance of programs and courses. In a recent court decision involving Thompson Rivers University, the presiding justice stated: "[112] ... I am satisfied, upon reviewing the Enabling Legislation, that the Provost and the Dean did not have the statutory authority to suspend enrollment in April of 2023 and that they acted beyond their authority by not referring the matter to the Board for direction and decision. I am satisfied that had the legislature intended for them to have that administrative authority; it would have made provision for that

authority in the Enabling Legislation. It did not do so. [113] As such, the decision to suspend enrollment does not meet the standard of reasonableness on judicial review. ..." Pending legal advice, suspension (intake pause of admission) for programs is included in this motion to ensure potential compliance with the standards set by the courts.

RATIONALE FOR INCLUSION IN THE PROPOSED PROGRAM LIST

Policy B.104 explicitly lists the following criteria that the Board might determine as relevant in considering a proposal to discontinue an academic program at Capilano University:

- (a) student demand for courses or programs;
- (b) breadth and depth of student opportunities;
- (c) appropriate physical space and equipment;
- (d) availability and appropriate credentialing of faculty;
- (e) academic integrity and the quality of course and program offerings;
- (f) contribution to community, institutional, scholarly, and social environments;
- (g) building on institutional strengths and cross-institutional partnerships;
- (h) contribution to Capilano University's reputation, aspirations, and role as a special purpose teaching university;
- (i) meeting the University's targets, mandates, and obligations;
- (j) economic sustainability and fiscal contribution to the institution; or
- (k) labour market needs and expectations.

In preparing the list below, the Deans, with support from relevant offices on campus, have explored the current program enrolments, the enrolment trends over the past three to five years, and current applications for the 2026-27 academic year. In addition, depending on the program, some of the following have been considered: the cost to offer the program relative to the revenue generated by the program through tuition, the distinctiveness or recognized external reputation of the program (particularly within our region of BC), the impact of a potential program suspension or discontinuance on the reputation of Capilano University, the impact of the program suspension or discontinuance on Capilano University's ability to meet our domestic enrolment targets, and the impact of a program suspension or cancellation as part of Capilano University's deficit mitigation plan (to be submitted to the Government of BC in the future). More fulsome information will be provided to the Senate for their consideration in providing advice as well as to the Board of Governors at the next meeting.

PROPOSED PROGRAM DISCONTINUANCES

Faculty of Arts and Science:

- Computing Systems Certificate (intake paused previously)

Faculty of Business and Professional Studies:

- Accounting Assistant Certificate (intake paused previously)
- Accounting Assistant Diploma (intake paused previously)
- Advanced Business Administration Certificate (intake paused previously)
- Business Fundamentals Certificate (intake paused previously)
- International Management Graduate Certificate (intake paused previously)
- International Management Graduate Diploma (intake paused previously)
- North American and International Management Graduate Diploma (intake paused previously)
- Retail Business Fundamentals Certificate (intake paused previously)
- Communication for Professionals Certificate (intake paused previously)
- Communication Studies Diploma (intake paused previously)
- Post-Baccalaureate Certificate in Financial Planning (currently admissible for 26-27)
- Post-Baccalaureate Certificate in Financial Planning Professional (currently admissible for 26-27)
- Retail Operations Certificate (currently admissible for 26-27)

Faculty of Education, Health and Human Development:

- College and University Preparation Certificate (intake paused previously)
- Community Leadership and Social Change Diploma (intake paused previously)

Faculty of Fine and Applied Arts:

- Digital Visual Effects Diploma (relaunched under new name)
- Visual Communication Advanced Diploma (intake paused previously)
- Conducting in Music Certificate (intake paused previously)
- Music Diploma – Music Therapy Course Stream (intake paused previously)
- Music Diploma – Music Therapy Preparatory Stream (intake paused previously)

Faculty of Global and Community Studies:

- Diploma in Human Kinetics (launched under new name)
- Human Kinetics Diploma – Exercise Science (launched under new name)
- Human Kinetics Diploma – Physical Education (launched under new name)
- Diploma in Tourism Management International (intake paused previously)
- Hotel and Resort Management Post-Baccalaureate Diploma (launched under new name)
- Post-Baccalaureate Diploma in Global Hospitality and Tourism Management (launched under new name)
- Tourism Management for International Students Diploma (intake paused previously)
- Tourism Marketing and Development Post-Baccalaureate Diploma (intake paused previously)
- Tourism Marketing Citation (currently admissible for 26-27)

PROPOSED PROGRAMS FOR SUSPENSION (INTAKE PAUSE)

Faculty of Business and Professional Studies:

- Bachelor of Communication Studies
- North American Business Management Post-Baccalaureate Applied Diploma
- North American Business Management Post-Baccalaureate Diploma

Faculty of Education, Health and Human Development:

- English for Academic Purposes - Business Administration Pathway
- English for Academic Purposes - Early Childhood Care and Education Pathway
- University One for Indigenous Learners Certificate

Faculty of Fine and Applied Arts

- Visual Effects for Film, Streaming and Immersive Media Diploma
- Advanced Arts and Entertainment Management Certificate
- Music Diploma

Faculty of Global and Community Studies:

- Bachelor of Tourism Management
- Tourism Management Co-operative Education Diploma