



## SENATE MEETING

Tuesday, November 1, 2022 4:00 pm  
 Capilano University, Library Building, Room LB 322

### MINUTES

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- Present:** Paul Dangerfield (Chair), Deanna Baxter, John Brouwer, Rose Anza Burgess, Sue Dritmanis, Iana Dokuchaeva, Brian Ganter, Victor Gelano, Christy Goerzen, Kyle Guay, Deb Jamison, Anthea Mallinson, Brad Martin, Corey Muench, Lesley Nelson, Dennis Silvestrone, Lauren Styles, Jason Tam, Michael Thoma, Robert Thomson, Diana Twiss, Recorder: Mary Jukich
- Regrets:** Graham Cook, Lara Duke, Khwaish Kochhar, Maia Lomelino, Essya Nabbali, Christina Neigel, Ramin Shadmehr, Kyle Vuorinen
- Guests:** Eduardo Azmitia, Jordon Lovig, CSU staff and executives (Chris Girodat, Josh Thomas, Aryanna Chartrand, Marko Cosic, Manpreet)
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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.

In the absence of Kyle Vuorinen, Jordon Lovig attended the meeting to present agenda item #6.1, Academic Schedule.

In the absence of Essya Nabbali, Deanna Baxter assumed voting rights for the Faculty of Arts and Sciences.

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

*Paul Dangerfield moved and Kyle Guay seconded:*

To adopt the agenda.

**CARRIED**

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

*Paul Dangerfield moved and Diana Twiss seconded:*

To adopt the October 4, 2022 minutes.

**CARRIED**

#### **4. CSU Presentation**

Representatives from the Capilano Students Union provided a presentation and overview of the work and activities that are underway at the CSU for this year.



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#### 5. Correspondence Received

No correspondence was received.

#### 6. Business Arising

##### 6.1 Annual Academic Schedule

*Presented by: Jordon Lovig*

The 2023/2024 Academic Schedule was presented to Senate for information. It was noted that on the Schedule February 21 and February 22 have been identified for convocation however, the university was not planning for a winter convocation as convocation ceremonies are currently scheduled only for June.

On discussion, a concern was raised with respect to the fall study day, with a desire for a Fall reading/study week. It was suggested that the Bylaw, Policy and Procedure committee, in consultation with the Registrar's Office, explore options for a week long fall break. As the Academic Schedule was brought to Senate for information, the request will be brought to the Registrar's Office for their consideration, and subsequently to the Bylaw, Policy and Procedure committee.

A further concern was raised with starting classes on January 3 (2023) and the possible impact to the mental health and the wellbeing of students, faculty and staff. This item will also be brought to the Registrar's Office for review and consideration for future years for the start of Spring term classes in context of the Academic Schedule policy.

##### 6.2 Volunteers for Senate Subcommittees

*Presented by: Paul Dangerfield*

Senators were requested to consider volunteering for the remaining vacancies on the subcommittees, particularly student representatives for the Budget Advisory committee and the Tributes committee.

#### 7. New Business

None.

#### 8. Committee Reports

##### 8.1 Academic Planning and Program Review Committee



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*Presented by: Sue Dritmanis*

The committee met on October 11 and reviewed the 1-year progress report for the following:

- Local Government Administration Certificate
- Local Government Administration Certificate (Advanced)
- Local Government Administration Diploma
- Local Government Leadership Development Certificate

In addition, the committee approved the 2021-22 program review cycle as complete for the Education and Employment Access Certificate.

#### **8.2 Bylaw, Policy and Procedure Committee**

*Presented by: Corey Muench*

The committee met on October 25 and reviewed the Privacy and Access to Information Policy, as well as the related Privacy Breach Procedure, Privacy Complaints Procedure and the Right to Request Correction Procedure. Although the policy was not a Senate or academic policy, at the request of the Policy and Privacy Office, the committee undertook a review of the documents and provided feedback.

The Policy and Privacy Office will be undertaking further consultation and the documents will be posted on Frontlines. Everyone was encouraged to provide any additional feedback through the open call on Frontlines.

#### **8.3 Curriculum Committee**

*Presented by: Deb Jamison*

##### **8.3.1 Resolution Memorandum**

The resolutions brought forward from the October 21, 2022 Senate Curriculum Committee meeting were presented to Senate for approval.

*Deb Jamison moved and Kyle Guay seconded:*

**22/32** Senate approve SCC Resolutions 22/65 to 22/66.

**CARRIED**



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#### 8.4 Teaching and Learning Committee

*Presented by: Diana Twiss*

The committee met on October 18 and discussion was around preparing for the digital learning framework, and the importance of the ethics and value based approach.

The Office of Indigenous Education and Affairs will be attending the November 15 meeting for a presentation on the Indigenization framework.

#### 8.5 Budget Advisory Committee

Deb Jamison, on behalf of the committee chair Michael Thoma, provided the following report:

The Senate Budget Advisory Committee (SBAC) met on October 20 and received the PSI (Post Secondary Institutions) Fiscal 2021-22 Final Year-end results, a Financial Update on the Fiscal 2022/23 Quarter 2 Forecast, and an update for Integrated Planning Fiscal 2023-24.

Tally Bains, VP Finance and Administration, presented the PSI Fiscal 2021-22 Final Year-end Results which highlighted the impacts of the pandemic on the sector by providing an overview of 25 post-secondary institutions. The majority, including Capilano University, budgeted a deficit position. However, the 2021/2022 actuals resulted in a surplus for most institutions, including Capilano University, although both actual revenue and expenses were below budgeted. The decrease in revenue was primarily due to lower international enrollment, and the decrease in expenses was primarily due to employees working at home.

The committee was also provided with a Financial Update on the Fiscal 2022/23 Quarter 2, which forecast an operating deficit of \$2 million. Although international enrollment is expected to increase, the forecast is still for a deficit budget for 2022/23. However, the University is expecting a balanced budget next year.

Toran Savjord (Vice President, Strategic Planning, Assessment and Institutional Effectiveness) provided an update on Integrated Planning Fiscal 2023-24. The 'roll over' budget remains in effect for another year to address the University deficit, and the ongoing uncertainty of the pandemic, but as we move forward budget



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assumptions will be informed by the theme for this year, which is 'Understanding and Improving the Full Student Lifecycle Experience'.

The committee will meet next on December 15.

#### 9. Other Reports

##### 9.1 Senate Chair

Paul Dangerfield provided the Senate Chair report, which included the following highlights.

During a recent trip to Ottawa, the Chair attended Universities Canada, and also had an opportunity to meet and work with government relations.

- At Universities Canada some of the discussions centered on internalization, and there were a series of presentations by senior officials from Immigration Canada on the challenges facing international students and the work being undertaken to improve the process for visas and study permits.
- There was also discussion around public discourse and some of the challenges globally, and as universities, how to ensure the truth was told and science and research was used. Universities Canada will be working collectively on getting the right tools and resources in order to move forward in the coming years.
- In addition, there were conversations with respect to the required work around climate action, and ensuring that smaller institutions have access to the same tools and resources as the larger institutions.
- The chair also had an opportunity to visit a number of Federal Ministries and discuss some of the key priorities at the federal level, including immigration, internationalization, support for housing, employee and student housing, transportation, innovation and education as well as the funding envelopes available at the federal level.



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#### 8.2 Senate Vice-Chair

Robert Thomson reported that as part of the Vice-Chair duties, he has completed one round of all subcommittee meetings, and acknowledged and appreciated the work of the Senators and contributions of students.

#### 8.3 VP Academic and Provost

Laureen Styles provided the Vice President Academic and Provost report, including the following highlights:

- BC Campus – a review as done over the last year and there is an expectation of recommendations coming out in the next few months. As a provincial resource, there are a range of activities that support effective teaching and scholarly teaching practice (e.g., offering faculty development, housing Open Education Resources, etc.) <https://bccampus.ca/about-us/>
- As communicated through Constant Contact to the university community and also with CSU, engagement on a draft Indigenous framework will be undertaken this month, intending that these sessions will be opportunities of dialogue and input. The draft will be shared as a preliminary set of commitments and possible actions.
- University digital learning framework planning is underway under the leadership of the vice-provost with an advisory committee to be formed over the next several weeks.
- Work-Integrated learning, as identified in the update with I2030, has seen positive development. 7 new courses have new WIL opportunities this Fall and continues under the good leadership of faculty who continue to take up this important approach to learning and collaborations with community partners.

#### 8.4 Board Report

As the Board has not met since the last Senate meeting, a report was not provided. The next Board meeting is scheduled for Tuesday, November 29, 2022.

#### 8.5 Elder Report

As report was not provided as Elder Latash was not in attendance.



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**9. Discussion Items**

No discussion items were presented.

**10. Other Business**

No other business was presented

**11. Information Items**

Eduardo Azmitia provided a brief summary of events at the campus, including a recent blanket and healing ceremony.

The meeting was adjourned at 5:09 pm.

**Next Meeting: Tuesday, December 6, 2022**

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