



SENATE MEETING

Tuesday, April 7, 2026 4:00 pm
 Capilano University, Library Building, Room LB 322

MINUTES

Present: Jason Dewling, (Chair), Julia Black, John Brouwer, Jai Djwa, Graham Cook, Caroline Depatie, Alica Fahey, Thomas Flower, Alan Jenks, Harb Johal, Parnit Kaur, Michael Laurence, Tracy Penny Light, Brad Martin, Priya McMurtrie, Vedant Mehra, Corey Muench, Alaa Al-Musalli, Christina Neigel, Jennifer Nesselroad, Katija Pallot, Robert Omura, Milo Prentice, Michael Thoma, Diana Twiss, Emily Walmsley, Recorder: Mary Jukich

Regrets: Denise Gingrich, Majid Raja, Sofia Hughes, Amina El Mantari, Farnoosh Sam,

Guests: Maria Valioux, Rahul Reandi, Elder Doctor Latash, Elder Delhia

Land Acknowledgement

Capilano University is named after Chief Joe Capilano (1854–1910), an important leader of the Sk̓wx̓wú7mesh (Squamish) Nation of the Coast Salish Peoples. We respectfully acknowledge that our campuses are located on the unceded territories of the salilwatał (Tsleil-Waututh), shíshálh (Sechelt), Sk̓wx̓wú7mesh (Squamish), and xʷməθkʷəṅəm (Musqueam) Nations.

1. Welcome

In the absence of Majid Raja, Robert Omura assumed voting rights for the Faculty of Business and Professional Studies.

In the absence of Denise Gingrich, Michael Thoma assumed voting rights for the Faculty of Fine and Applied Arts.

2. Approval of the Agenda

Alan Jenks moved and Diana Twiss seconded:
 To approve the agenda.

CARRIED

3. Approval of the Minutes

3.1 March 17, 2026 – Additional Meeting

3.2 March 3, 2026 – Regular Meeting

Emily Walmsley, moved and Diana Twiss seconded:
 To approve the March 17, 2026 minutes.

CARRIED

Christina Neigel moved and Jennifer Nesselroad seconded:
 To approve the March 3, 2026 minutes.

CARRIED



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4. Correspondence Received

4.1 Correspondence from Alumni Relations

Senate was provided with correspondence relating to the recent posthumous honorary degree nomination for Chief Bill Williams.

5. Business Arising

5.1 Senate Ad Hoc Committee on Advice to Senate on Faculty Restructuring

Presented by: Diana Twiss

The ad hoc committee met on March 26th; however, the report from the working group had not yet been received.

At the ad hoc committee meeting, discussion focussed on the process for evaluating and assessing the information coming from the working group and other areas of the university regarding Faculty restructuring.

In terms of aligning with the parameters of Board Policy B.105, and from discussions with the VP Academic & Provost, the ad hoc committee developed an initial framework based on questions listed in Policy B.105. In terms of timelines, the recommendations from the working group's report will direct the work of the ad hoc committee moving forward.

6. New Business

6.1 Ad hoc Working Group on the Evaluation of Teaching and Learning

Presented by: Diana Twiss, Aurelea Mahood and Brad Wuetherick

As background, at most universities across Canada, there is a framework for the evaluation of teaching and learning in place that aims to support multiple strategic goals, beyond just the summative, periodic review of faculty as laid out in collective agreements. These frameworks establish the purposes of teaching evaluation – including providing formative feedback to faculty for purposes of ongoing improvement; supporting the evaluation of academic programs, quality assurance, and accreditation; supporting the recognition of teaching excellence, through awards or other recognitions; and to support the summative evaluation of faculty for tenure or promotion. Most frameworks for the evaluation of teaching ensure a multifaceted approach that incorporates peer feedback, student feedback, self-



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reflection and evaluation, and demonstrated engagement in ongoing professional development.

In addition to campus priorities, evaluating teaching (including providing opportunities for students to provide feedback on their learning experience) is an expectation of the BC Government as laid out in the Quality Assessment and Process Criteria established by the Degree Quality Accreditation Board (DQAB). Further, evaluating teaching (including providing opportunities for students to provide feedback on their learning experience) is a Universities Canada expectation of all member institutions. In turn, student feedback on their learning experience is also a quality assurance expectation for maintaining accreditation in several areas of study (including, for example, the AACSB accreditation recently received by the CapU School of Business).

The *University Act in BC* sets out that the Senate at Special Purpose Teaching Universities must advise the board on the development of educational policy for the evaluation of programs and educational services. This would include how to evaluate the overall educational quality of programs, including teaching. Under the terms of reference for STLC, the committee has oversight over the evaluation of the quality of teaching and learning. Any policy developed by Senate would not pre-empt the ability of the University and the CFA to amend the processes for the evaluation of teaching as governed by the collective agreement.

As set out in its terms of reference, the Senate Teaching and Learning committee (STLC) has responsibility for the evaluation of the quality of teaching and learning and the assessment and evaluation of student learning. As such, the Senate Teaching and Learning Committee was requested to create an ad hoc committee on the Evaluation of Teaching and Learning at CapU.

On discussion, the following comments were provided:

- Clarification was requested around the proposed process and whether it parallels the collective agreement evaluation process and the end goal of the process. The presenter indicated that the primary goal would be to provide formative feedback to improve practices and inform the ways in which programs are reviewed and understand student and faculty experience.



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- In terms of workload, evaluations are time-consuming and onerous tasks for coordinators and information was requested on how other institutions manage the extra work. Information was provided that some institutions have mechanisms and automated processes to survey students and gather feedback.
- A concern was raised that in terms of faculty capacity, focus should be on collective agreement discussions around evaluation, and the proposal does not have clear outcomes that warrant the energy levels required particularly as evaluations can be addressed during the evaluation process in the CFA agreement.

On discussion of the motion, it was suggested to change the words “working group” to “committee” to align with the Senate Bylaws.

Alan Jenks moved and Tracy Penny Light seconded:

26/27 That the Senate approve the creation of an ad hoc committee on the Evaluation of Teaching and Learning at Capilano University, with an expectation of proposing a framework for the evaluation of teaching and learning at CapU to be submitted to STLC by December 31, 2026.

CARRIED

7. Committee Reports

7.1 Academic Planning and Review Committee

A report was not provided.

7.2 Policy and Governance Committee

Presented by: Corey Muench

The committee met on March 10th and reviewed the Final Grades Policy which was sent back to the proponent for more development, and the committee also completed the review of the Incomplete Grades Policy.

7.2.1 Posthumous Credential Policy S2011-02



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The S2011-02 Posthumous Credentials Policy sets out the principles and administration that apply to granting credentials after a student has died. The policy was written in 2011 and was overdue for review.

Corey Muench moved and Brad Martin seconded:

26/28 That the Senate approve the revisions to the Posthumous Credentials Policy (S2011-02).

CARRIED

7.2.2 Senate Tributes Committee Terms of Reference

Senate was requested to approve new Terms of Reference (ToR) for the Senate Tributes Committee and rescind the existing committee "Mandate and Structure" documents for the Senate Tributes Committee and the Senate Naming Opportunities Committee. The mandate of both the existing Senate Tributes Committee and the Senate Naming Opportunities Committee are combined in the new ToR.

Given that currently there are ten Senate subcommittees and the Senate Naming Opportunities Committee rarely meets, it was felt that a more streamlined approach would be to combine the Senate Naming Opportunities Committee mandate document into the Senate Tributes Committee ToR going forward. It is proposed that this new committee be named the "Senate Tributes Committee" (STC) as the term "tributes" can encompass Honorary Degrees, Faculty Emeritus Awards, and the naming of buildings.

Corey Muench moved and Brad Martin seconded:

26/29 THAT the Senate approve the new Terms of Reference for the Senate Tributes Committee (a standing committee of Senate), thus combining the mandates and committee membership of the Senate Tributes Committee and the Senate Naming Opportunities Committee, to be henceforth known as the "Senate Tributes Committee".

CARRIED

Corey Muench moved and Diana Twiss seconded:



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- 26/30** THAT the Senate rescind the current committee “Mandate and Structure” documents for the Senate Tributes Committee and for the Senate Naming Opportunities Committee. **CARRIED**

7.2.3 Incomplete Grades Policy S2026-02 (rescinding S1990-02)

Senate was requested to approve the newly proposed policy, S2026-02 Incomplete Grades and to rescind S1990-02 Grade Change Time Limit.

Policy S1990-02 Grade Change Time Limit provides direction about the granting of extensions for the completion of course requirements to students impacted by hardship. Upon review by SPGC and with confirmation by the Registrar, it was determined that the policy is really addressing the protocols around Incomplete grades and thus should be renamed to reflect this, with content added that parallels Registrar Office practices concerning Incomplete grade processes.

Corey Muench moved and Christina Neigel seconded:

- 26/31** THAT the Senate approve the Incomplete Grades Policy (S2026-02). **CARRIED**

Corey Muench moved and Alan Jenks seconded:

- 26/32** THAT the Senate rescind the Grade Change Time Limit Policy (S1990-02) upon approval of S2026-02 Incomplete Grades Policy **CARRIED**

During a broader discussion, a concern was raised that there was reference in the March Senate minutes that the Academic Qualifications policy would be brought to the April Senate meeting. Administration indicated that the item was removed from the April Senate agenda because the CFA requested more time for further cross-referencing between the Policy and Collective Agreement to ensure there was no contravention. It is anticipated that the item will be brought to the June Senate meeting.

7.3 Curriculum Committee *Presented by: Julia Black*

7.3.1 Resolution Memorandum



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The resolutions brought forward from the March 20, 2026 Senate Curriculum Committee meeting were presented to Senate for approval.

Julia Black moved and Jennifer Nesselroad seconded:

26/33 THAT Senate approve Resolutions 26/18 to 26/35.

CARRIED

7.4 Graduate Studies

Presented by: Alan Jenks

The committee did not meet in March, and the next meeting is scheduled for April 21st.

7.5 Teaching and Learning Committee

Presented by: Diana Twiss

The committee met on March 17th and received several reports and some of the key highlights were as follows:

- The Faculty Research Symposium, scheduled for May 8th, received 19 applications from faculty for 12 spots.
- Two CARS research grant competitions will announce their results this week. The CARS Service Improvement Allocation Grant) has awarded four faculty research grants, which includes each grant recipient receiving a section release and funds to hire student research assistants.
- The Teaching and Learning symposium will be held online on April 29th and in person on April 30th.
- The Teaching Excellence award recipients for this year will be announced in early April.
- There are 8 sections to support engagement in the Certificate for University Teaching and Learning (CUTL) cohort program and the adjudication process is underway.

7.6 Budget Advisory Committee



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Presented by Michael Thoma

The committee has not met, and the next meeting is scheduled for June 4th.

7.7 Self-Evaluation Committee

Presented by: Graham Cook

The committee continues to work on the Senate self-evaluation survey which will be distributed shortly to the Senate subcommittees.

8. Other Reports

8.1 Senate Chair

The chair appreciated the various areas of the campus community for the continuing assistance with onboarding to the university. The chair has attended, and will be attending, various events including the Athletics Banquet, Jazz Event, the President's Gala, visiting Squamish and the Sunshine Coast campuses.

The Board recently held a special meeting to review the proposed program discontinuances/suspensions and approved most of the Senate recommendations. In terms of the four programs, the Board requested the program areas to undergo a review in a shorter period of time and a template was developed to provide feedback. After the Board meeting, the chair met with the program areas for feedback and a further special Board meeting is scheduled in early June to further address the four programs.

8.2 Vice Chair

The Vice Chair reported that he recently attended the inaugural Vice Chair of Senate for Teaching Universities meeting. Discussion at the meeting was focussed on the role of Senate Vice Chairs and the operations of Senate.

Senators were encouraged to get involved with the Senate subcommittees and particularly consider serving as chairs on the subcommittees. Students were also recognized for serving on Senate and providing comments and feedback during discussions.



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8.3 VP Academic and Provost

The VP Academic and Provost reported that the faculty restructuring working group has provided their report which was also forwarded to the Senate ad hoc committee. It was noted that part of the report was guided by a survey that garnered approximately 160 responses from both faculty and staff.

Although the Kálaḡ-ay Sunshine Coast facility will be closing, the university will continue to offer academic programming to students in the Sunshine Coast region. The website has been updated to better reflect that applications are open for a set of programs mainly in the Faculty of Education Health and Human Development and Faculty of Arts and Sciences.

At the recent board meeting, the suspensions/discontinuances motions of the four programs were tabled and work is underway as to next steps with the four programs. A template was developed and appreciation was provided for the work in developing the process which will be used as a prototype for the entire university to reflect on whether or not to continue to offer certain programs or expand programs.

The joint CapU and Langara Research Exchange Grant competition recently closed. This grant is funded by CapU and Langara's NSERC Mobilize awards, and supports faculty from both institutions who partner on research. Four faculty will receive a section release and funds to hire student research assistants for their CARS projects.

As this was the last meeting for the VP Academic and Provost, Tracy was acknowledged and appreciated for her work at Senate.

8.4 Board Report

The Board report was not provided.

8.5 Elder's Words

Elder Doctor Latash reflected on the Capilano name and the importance of taking names seriously.

9. Discussion Items

No discussion items were presented.



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10. Other Business

No other business was presented.

11. Information Items

Tourism School will be offering a special FIFA topic course on the impact of the FIFA World Cup 2026. Faculty will be receiving a callout for teaching this 300-level course which will begin on April 27th.

The meeting was adjourned at 5:32 pm

Next Meeting: Tuesday, May 12, 2026
