



## SENATE MEETING

Tuesday, April 6, 2010 4:00 pm LB322

### MINUTES

**PRESENT:** Greg Lee (Chair), Marion Haythorne, Jean Bennett, Chris Bottrill, Robert Campbell, David Clarkson, Nicholas Collins, Kevin Cripps, Herbert Cruz, Patrick Donahoe, Graham Fane, Noah Fine, Michael Fleming, Bahiyyih Galloway, Mary Giovannetti, Karen Hodson, Susan Hogan, Karin Jager, Reini Klein, Paul McMillan, George Modenesi, Jennifer Moore, Jen Moses, Gordon Rudolph, Itidal Sadek, Tim Schouls, Sandra Seekins, Greg Smith, Jackie Snodgrass, Ghazal Tohidi (late arrival), Tammy Towill, Milton Williams, Recording Secretary: Mary Jukich

**REGRETS:** Kim Bothen, Darin Feist, Peter Ufford, Catherine Vertesi

**GUESTS:** Ted Hamilton, Sheila Ross

Greg Lee called the meeting to order and welcomed guests Ted Hamilton and Sheila Ross. Also welcomed to the meeting were the re-elected student representatives, Ghazal Tohidi and Bahiyyih Galloway, and the newly elected student representatives, David Clarkson and Greg Smith.

#### 1. APPROVAL OF AGENDA

*Tim Schouls moved and Jackie Snodgrass seconded that:  
the Agenda be approved.*

**CARRIED**

#### 2. MINUTES

*Patrick Donahoe moved and Reini Klein seconded that:  
the Minutes of the March 2, 2010 meeting be approved.*

**CARRIED**

#### 3. CHAIR AND VICE-CHAIR'S REPORTS

The Chair announced that Jennifer Moore had been appointed as Dean of Arts and Sciences. As well, the Chair noted that he had attended a very successful awards recognition ceremony in Squamish.

The Vice-Chair's report included a summary of Senate's involvement with the presidential search process. Subsequent to Senate forums for each candidate, Senate met to discuss the three presidential candidates. A subcommittee was formed to compile Senate's report to the Search Committee and Board. The

subcommittee included as members Greg Lee, Marion Haythorne, Jackie Snodgrass, Michael Fleming, Milt Williams and Bahiyiyh Galloway. The Committees Clerk also remained to assist in the preparation of the report.

Marion held a student orientation for the two newly elected student representatives on Senate.

Marion also attended a performance of Capilano's production of Footloose.

#### 4. APPROVALS IN PRINCIPLE

None

#### 5. SENATE CURRICULUM COMMITTEE

(a) Resolutions

*Presented by: Jackie Snodgrass*

Jackie presented the resolutions brought forward from the March 19 SCC meeting. Resolutions 10/09 to 10/19 were presented.

*Jackie Snodgrass moved and Tammy Towill seconded that:*

**10/15** SCC resolutions 10/09 to 10/19 be received and adopted by Senate. **CARRIED**

Resolutions 10/20 and 10/22 were presented.

*Jackie Snodgrass moved and Mary Giovannetti seconded that:*

**10/16** SCC resolutions 10/20 and 10/22 be received and adopted by Senate. **CARRIED**

Resolution 10/21 was presented to Senate for information only as verification of the operational details of the new Communications courses. It indicated that they were compliant with Senate policy.

Resolution 10/23 (Final approval of the Bachelor of Communication Studies) was presented. A few members of Senate expressed concern that the Approval in Principle for this program had originally been passed by Ed Council. As some Senate members were not part of Ed Council when the Approval in Principle went through, members expressed concern that they were not familiar with the program details and, therefore, felt that they could not give their consent for approval if they lacked background information. There was discussion on the role of the SCC in reviewing and recommending programs and that processes in place parallel the requirements set out by DQAB. As Ted Hamilton was at the Senate meeting, members were provided with a summary of the Bachelor of Communications Studies program as well as an opportunity to ask questions regarding the program. Some members expressed further concerns that they did not have sufficient information for the approval, and a discussion arose about the viability of including an executive summary with final approvals to Senate. This suggestion will be forwarded to the SCC for consideration.

In consideration of the work and time in preparing the program, and as this situation arose due to the transition of Ed Council to Senate, Senate was requested to approve the Bachelor of Communications Studies.

*Jackie Snodgrass moved and Graham Fane seconded that:*

**10/17** SCC resolution 10/23 recommending final approval of the Bachelor of Communication Studies, with changes as noted, be received and adopted by Senate.

**CARRIED**  
2 Abstentions  
Michael Fleming  
Tim Schouls

## **6. STUDENT ELECTION RESULTS**

*Presented by: Itidal Sadek*

The Registrar announced the names of the four elected students to Senate, David Clarkson, Bahiyiyih Galloway, Greg Smith and Ghazal Tohidi. It was noted that spring elections generally result in a lower voter turnout.

The Registrar advised that nominations were open for the support staff position on Senate which was left vacant as a result of John Boylan's resignation. Elections for this position will be held shortly.

Discussion arose regarding online voting, and the students felt that this was not a viable voting method due to potential technical issues. The students suggested that if paper voting were used, the CSU could encourage students to help in the voting process. However, it was noted that online voting was more cost effective, and the option of having laptops around the campus to encourage and allow easier access for students to vote was suggested. This option will be reviewed further.

## **7. SENATE NOMINATING COMMITTEE – VICE-CHAIR**

*Presented by: Reini Klein*

The Senate Nominating Committee – Vice-Chair met by email and sent out a call to open nominations for Vice-Chair of Senate. Reini reported that Marion Haythorne's name was put forward. The Chair asked Marion to leave the room and by a show of hands, Senate re-elected Marion as Vice-Chair.

*Reini Klein moved and Tammy Towill seconded that:*

**10/18** Marion Haythorne be re-elected as Vice-Chair of Senate

**CARRIED**

## **8. SENATE BUDGET AND FINANCE COMMITTEE**

*Presented by: Tammy Towill*

Tammy reported that the Budget Committee had not met, as the performance measure data and further budget information had not been received; however, a meeting would be scheduled as soon as the information was available. The Budget Committee will report again at the next Senate meeting.

At the last Budget Committee meeting, the wording of the Senate Budget and Finance Committee Mandate and Structure policy was questioned when a non-member wished to attend the Budget Committee meeting. The policy states that meetings are held in camera; however, the issue was raised whether or not meetings were open to non-members. Senate members discussed the intent of the policy and the meaning of the wording. Discussion continued regarding the impact of changing the wording of the policy to allow other members on the Budget Committee and/or whether the meetings should be open to non-

members. Senate reviewed the draft wording options presented by Tammy, and recommended that the draft wording be taken back to the Budget Committee for further review and discussion.

#### **9. TRIBUTES COMMITTEE**

*Presented by: Sheila Ross*

The Tributes Committee announced that faculty emeritus status had been conferred on Karen Ewing. Sheila presented to Senate a brief biography of Karen, noting her many accomplishments and contributions to Capilano.

#### **10. ACADEMIC SCHEDULE**

*Presented by: Itidal Sadek*

The Registrar presented the Spring-Summer 2011 approved schedule as well as the Option 1-Thursday Start schedule, which would allow for a one-week Reading Break. Senate reviewed the proposed schedule and discussed some of the implications on delivery of programs, as well as the impact on both faculty and students if a one week break were implemented. It was noted that the students supported the one-week break, and that most institutions were moving towards extending their break.

*Mary Giovannetti moved and Jackie Snodgrass seconded that:*

**10/19** The 2011 Academic Schedule include a one-week break in February.

**CARRIED**

#### **11. STUDENT CORRESPONDENCE**

*Presented by: Greg Lee*

Senate reviewed correspondence submitted by the students regarding the Dean's search process and the student representation on the search committee. The Chair acknowledged that there had been issues regarding student representation on the search committee and assured the students that, in future, the process would be improved.

#### **12. CONFLICT OF INTEREST (IN CAMERA)**

*Presented by: Greg Lee*

Greg reviewed a conflict of interest issue that had arisen.

#### **13. OTHER BUSINESS**

None.

### **INFORMATION ITEMS**

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#### **Item #1 – Senate Self-Evaluation Committee**

The Committee was called to meet.

#### **Item #2 – Senate Binder**

As some items in members' Senate binders are out of date, new schedules will be distributed at the May Senate meeting.

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**Item #3 – New Committee Members**

New members to Senate subcommittees were announced:

Senate Naming Opportunities - Jennifer Moore - Administrator  
Senate Planning and Policy – David Clarkson – Student Representative  
Senate Budget Committee – Greg Smith – Student Representative  
Senate Tributes Committee – Ghazal Tohidi – Student Representative

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There being no further business and on motion duly made and seconded,  
the meeting was adjourned at 6:20 p.m.

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Marion Haythorne requested that Senate members remain after the meeting was adjourned; however, she asked the Chair to leave, as there was a specific topic that required discussion.

*Robert Campbell moved and Jackie Snodgrass seconded that:*

Senate move in camera.

**CARRIED**

Marion Haythorne will be requesting a specific committee meeting.

*Jackie Snodgrass moved and Robert Campbell seconded that:*

Senate move out of camera.

**CARRIED**

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**Next Meeting: Tuesday, May 4, 2010.**

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