



SENATE MEETING

Tuesday, May 4, 2010 4:00 pm LB322

MINUTES

PRESENT: Greg Lee (Chair), Marion Haythorne, Kim Bothen, Chris Bottrill, Robert Campbell, David Clarkson, Nicholas Collins, Kevin Cripps, Herbert Cruz, Patrick Donahoe, Graham Fane, Darin Feist, Michael Fleming, 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, Tammy Towill, Catherine Vertesi, Milton Williams, Recording Secretary: Mary Jukich

REGRETS: Jean Bennett, Noah Fine, Bahiyyih Galloway, Peter Ufford

GUESTS: Charles Greenberg

Greg Lee called the meeting to order and welcomed Charles Greenberg as a guest.

This was the last Senate meeting for Mary Giovannetti in her role as Acting Dean of Tourism and Outdoor Recreation. Chris Bottrill has been selected for the permanent position. Chris' elected position from the Faculty of Tourism and Outdoor Recreation will be filled in a by-election to be held June 21 – 27. Nominations will be opened shortly.

Greg also announced that Darin Feist had been elected as the new staff representative on Senate, replacing John Boylan, who recently left Capilano.

1. APPROVAL OF AGENDA

Addition of Item #10(a) – By-election
Item #8 Tributes Committee be moved to item #4.

*Jennifer Moore moved and Tammy Towill seconded that:
the amended Agenda be approved.*

CARRIED

2. MINUTES

*Susan Hogan moved and Tammy Towill seconded that:
the Minutes of the April 6, 2010 meeting be approved.*

CARRIED

3. CHAIR AND VICE-CHAIR'S REPORTS

Greg reported that he had attended many Capilano events recently, including the Grad Shows and award ceremonies. He thanked the staff from Foundations Office, and recognized Jessica Thoms and the Development Office staff for all their hard work in organizing these events.

Marion reported that she had also attended various award ceremonies and Grad Shows, as well as the Arts and Science Faculty meeting regarding the new degree proposal. A CoEdCo meeting was also held, which included representatives from Capilano, BCIT and Kwantlen. She noted that CoEdCo had officially changed their name to Academic Governance Council in an effort to maintain new universities as members and to attract other institutions to join the group. Discussions at this meeting revolved around issues facing post-secondary institutions.

4. APPROVALS IN PRINCIPLE

None.

5. SENATE CURRICULUM COMMITTEE

Presented by: Jackie Snodgrass

(a) Resolutions

Jackie presented the resolutions brought forward from the April 16 Senate Curriculum Committee meeting.

Jackie Snodgrass moved and Jennifer Moore seconded that:

10/20 SCC resolutions 10/24 to 10/29 and 10/31 to 10/37 be received and adopted by Senate.

CARRIED

(b) ECCE Final Approval Memo

The ECCE Final Approval Memo was presented to Senate as background information to the new ECCE Post Baccalaureate Diploma. This proposal was made at the final approval stage and there were no implications for the budget or classroom space, and the credential includes no new courses.

Jackie Snodgrass moved and Mary Giovannetti seconded that:

10/21 SCC resolution 10/30 recommending final approval of the ECCE Post Baccalaureate diploma be received and adopted by Senate.

CARRIED

6. SENATE PLANNING AND POLICY COMMITTEE

Presented by: Jackie Snodgrass

(a) Policies to Rescind

- (i) EC2000-02 Eligibility, Term and Membership for EdCo
- (ii) EC1997-01 Members Voting Responsibility
- (iii) EC1996-01 Budget Expenses

Senate was requested to rescind EC2000-02 Eligibility, Term and Membership for EdCo, EC1997-01 Members Voting Responsibility and EC1996-01 Budget

Expenses, as these policies apply to the former Education Council. The language contained in these policies has been incorporated into Senate by-laws.

Jackie Snodgrass moved and Susan Hogan seconded that:

10/22 Senate rescind policies EC2000-02 Eligibility, Term and Membership for EdCo, EC1997-01 Members Voting Responsibility and EC1996-01 Budget Expenses.

CARRIED

(b) Policies to Approve

(i) EC2003-05 Conflict of Interest

Senate was requested to approve revisions to EC2003-05 Conflict of Interest policy, which consisted of replacing references to Ed Council with Senate, College to University, and other minor wording revisions. During the review of the policy, however, Senate suggested some further revisions to the policy as a friendly amendment. These revisions will be completed by the Planning and Policy Committee.

Jackie Snodgrass moved and Tammy Towill seconded that:

10/23 Senate approve the revisions to the EC2003-05 Conflict of Interest policy with further revisions as suggested by Senate.

CARRIED

(ii) EC 2003-01 Academic Freedom

Senate was requested to approve the revisions to EC2003-01 Academic Freedom policy. There was discussion regarding the purpose of the policy and the necessity of maintaining this policy. During the review, some Senate members expressed concern that the word "freedom" should be defined, especially in the third paragraph of the policy, and it was suggested that the word "academic" be inserted before the word "freedom" in that paragraph. As some Senate members expressed further concerns with the wording of the policy, it was suggested that the policy be approved; however, the Planning and Policy Committee would be directed to carry out some further investigation on other academic freedom policies at other institutions.

Jackie Snodgrass moved and George Modenesi seconded that:

10/24 Senate adopt the revisions to EC2003-01 Academic Freedom policy with the addition of the word "academic" before the word "freedom" in the third paragraph, and that the policy will go back to the Planning and Policy Committee for further review.

CARRIED

(iii) EC1990-01 Attendance

Senate was requested to approve the revisions to EC1990-01 Attendance policy, which incorporated revisions as previously suggested by Senate. There was discussion regarding the intent of the policy to make attendance mandatory in cases where instruction required it, while in other cases, mandatory attendance would not be required, and to ensure clarity in each instance.

Jackie moved and Graham Fane seconded that:

10/25 Senate approve the revisions to EC1990-01 Attendance policy.

(iv) EC2003-03 Academic Performance

CARRIED
1 opposed
(David Clarkson)

Jackie presented the revisions to the EC2003-03 Academic Performance policy. The intended revisions will provide students with earlier warnings of low academic performance, and before they are obligated to withdraw. It will also allow students more opportunities to improve study skills and academic standing.

Jackie Snodgrass moved and David Clarkson seconded that:

10/26 The revisions to EC2003-03 Academic Performance be approved by Senate.

CARRIED

(c) Appointment of New Member to Committee

Michael Fleming will replace Chris Bottrill as a faculty representative on the Planning and Policy Committee.

7. SENATE BUDGET AND FINANCE COMMITTEE

Presented by: Tammy Towill

(a) Budget Update

Tammy reported that the Budget Committee had met and reviewed the proposed balanced budget as submitted by the Executive. Due in part to government funding and suggestions received from University departments, the proposed budget was balanced with no cuts to programs required. As a result, the Budget Committee did not put forward any formal recommendations this year.

Going forward, the Budget Committee will work with specific programs highlighted in the Provincial Performance Data to begin looking for opportunities to improve performance results for the upcoming year.

As well, it was proposed that, for the upcoming year, and in order to prepare for a possible budget shortfall next year, Faculties be requested to review any opportunities where new or additional revenues could be generated.

(b) Senate Budget and Finance Committee Mandate and Structure Policy

As previously requested by Senate, the Budget Committee further reviewed the issue of "in camera" as it pertains to the attendance of guests at Budget Committee meetings. On review of the Senate Budget and Finance Committee Mandate and Structure Policy, it was recommended that the reference to "in camera" be removed from the visitors section and included separately in the policy, and the term "visitors" be changed to "guests" invited. The policy will also state that meetings are restricted to members only and guests. Guests will be invited at the discretion of the committee when deemed necessary or desirable.

Tammy Towill moved and Robert Campbell seconded that:

- 10/27** The revisions to the Senate Budget and Finance Committee Mandate and Structure Policy be approved by Senate.

CARRIED

8. TRIBUTES COMMITTEE

Presented by: Catherine Vertesi

(a) Faculty Emeritus

Catherine presented the names of two candidates for Faculty Emeritus. Charles Greenberg, the nominator for Brett McGillivray, described Brett's background and his many contributions to the Capilano Geography Department, the students and community. It was noted that all members of the department supported the nomination.

Marion Haythorne moved and Robert Campbell seconded that:

- 10/28** Senate accept Brett McGillivray as Faculty Emeritus.

CARRIED

Nicholas Collins spoke regarding the nomination of Joan Acosta and described Joan's background and her many contributions as Capilano ESL teacher and editor of the Westcoast Reader newspaper. It was noted that Joan Acosta had previously been awarded the "Order of British Columbia" and her work had brought recognition to Capilano.

Nicholas Collins moved and Patrick Donahoe seconded that:

- 10/29** Senate accept Joan Acosta as Faculty Emeritus.

CARRIED

(b) Honorary Degrees

Catherine reported that the Tributes Committee had met and brought forth the names of five candidates for honorary degrees. A sixth candidate was named by the Committee as well; however, this name will not be announced until the date of the new president's installation is set, and it is confirmed that the candidate will be able to attend the ceremony.

Graham Fane moved and David Clarkson seconded that:

- 10/30** Judy Rogers be conferred with an honorary degree at the June convocation.

CARRIED

Graham Fane moved and Ghazal Tohidi seconded that:

- 10/31** Colin Bennett be conferred with an honorary degree at the June convocation.

CARRIED

Jackie Snodgrass moved and Robert Campbell seconded that:

- 10/32** Lee Grills be conferred with an honorary degree at either the Fall convocation or at the President's induction.

CARRIED

Jennifer Moore moved and Patrick Donahoe seconded that:

- 10/33** Peter Leitch be conferred with an honorary degree at the June convocation.

CARRIED

Patrick Donahoe moved and Jackie Snodgrass seconded that:

- 10/34** Paul Cappon be conferred with an honorary degree at the Fall convocation.

CARRIED

9. SENATE SELF-EVALUATION COMMITTEE

Presented by: Graham Fane

Graham reported that the Self-Evaluation Committee had met and reviewed the Senate self-evaluation survey results. The response rate to the survey had been low and, as such, the committee felt that an adequate assessment could not be undertaken. Nevertheless, based on an initial overview of the results that were received, members were generally satisfied with Senate meetings. The Senate self-evaluation survey will be sent again to members of Senate and results reported in greater detail at the June Senate meeting.

10. GRADUATES

Presented by: Itidal Sadek

The Registrar presented a list of students who had applied to graduate, but it had not yet been verified. As well, the Registrar summarized the process of determining the graduate list. Each student is assessed individually by University's Registrar's Office staff, as well as appropriate departments, if necessary, and once these assessments are complete, the Registrar's Office determines which students are eligible to attend convocation.

The Registrar will present a further list of potential credentials to be awarded to students from China at the June Senate meeting.

Itidal Sadek moved and Jennifer Moore seconded that:

- 10/35** Upon verification by the Registrar's Office that all credential requirements had been met, the Chancellor and the Senate of Capilano University approve the conferring of the credentials.

CARRIED

11. INTERNATIONAL ACADEMIC ACTIVITIES

Presented by: Catherine Vertesi

Catherine presented the report on international academic activities and reported on activities and initiatives that are underway to attract students to and from international programs. As well, Catherine provided an update on current international programs.

12. OTHER BUSINESS

None.

INFORMATION ITEMS

Item #1 – Faculty Scholarly & Creative Activity Directory

A copy of the updated Capilano University Directory of Faculty Scholarly & Creative Activity was distributed to members of Senate.

Item #2 – Senate Binder June

Updated copies of the Senate meeting schedule, membership list and sub-committee member lists were provided to members of Senate.

There being no further business and on motion duly made and seconded, the meeting was adjourned at 6:15 p.m.

Next Meeting: Tuesday, June 1, 2010.
