



SENATE MEETING

Tuesday, August 16, 2011 4:00 pm LB322

MINUTES

- PRESENT:** Kris Bulcroft (Chair), Marion Haythorne, Tania Alekson, Jean Bennett, Kim Bothen, Chris Bottrill, Parker Busswood, Robert Campbell, David Clarkson, Nicholas Collins, Herbert Cruz, Graham Fane, Darin Feist, Michael Fleming, Susan Hogan, Sonja Lebens, Paul McMillan, Jennifer Moore, Gordon Rudolph, Tim Schouls, Tammy Towill, Catherine Vertesi, Stephanie Wells, Milton Williams, Recording Secretary: Mary Jukich
- REGRETS:** Cristina Delgado, Kelsey Didlick, Brandon Hofmarks, Karin Jager, Reini Klein, Clay Little, Karen McCredie, Grace McNab, Sandra Seekins, Jackie Snodgrass, Peter Ufford
- GUESTS:** Cheryl Helm

Kris Bulcroft called the meeting to order at 4:00 pm and welcomed everyone back to Senate.

1. APPROVAL OF AGENDA

Stephanie Wells moved and Robert Campbell seconded that:
the Agenda be approved.

CARRIED

2. MINUTES

Robert Campbell moved and Jennifer Moore seconded that:
the Minutes of the June 7, 2011 meeting be approved.

CARRIED

It was requested that the distinction between students and other members of Senate should not be noted in the minutes.

A member requested clarification under item #8, Faculty Structure Review Committee, as to when the committee required Senators to report back after consultation with their areas. Chris Bottrill responded that feedback was requested by October in order to allow the Committee to report back in November.

3. CHAIR AND VICE-CHAIR'S REPORTS

Chair's Report

Kris attended two very successful campus events. The first annual "Weed and Feed" brought out the campus community to help beautify the campus grounds. The first annual Capilano Family Picnic had also been a fun event attended by many employees and their families.

Kris reported that, during her summer break, she travelled throughout the Province and had spent some time authoring a case for university support. The vision for the case will be shared with the campus community at a later date.

Kris announced that after the September 13th Senate meeting, Senators will be invited to stay and meet with the Board of Governors followed by dinner. Senators were asked to mark the date on their calendars and invitations will be sent out.

Kris noted the two recent press articles on Capilano's involvement with the Russian program and Capilano's animation students had been very positive coverage for the University.

Vice-Chair's Report

Members were informed that a group photo of Senate would be taken at the September meeting.

Marion welcomed Parker Busswood, new student representative and returning student, David Clarkson to Senate. Two other new student representatives were not able to attend but will be at the September meeting.

Also welcomed was Cristina Delgado new representative from the Faculty of Health and Education. Cristina is currently on maternity leave, but will be attending the September meeting.

The new Library representative, Tania Alekson, was introduced to Senate.

In early September a Senate orientation will be held for the new students and any other Senate member who wishes to attend.

Catherine Vertesi and Kim Bothen both assumed voting rights at the meeting as the Academic Vice-President and the second representative from the Faculty of Fine and Applied Arts were absent.

Cheryl Helm attended the meeting on behalf of Karen McCredie.

Marion announced that the CSU representative, Caitlin Rockers, is no longer enrolled at Capilano University. In this regard, the CSU will be requested to provide the name of a new representative.

As a follow up to previous discussions regarding the budget process, Marion informed Senate that she will meet on August 26, along with Kris Bulcroft, Cindy Turner and Tammy Towill to initiate preliminary discussions. A report from the meeting will be brought to the September Senate meeting.

4. APPROVALS IN PRINCIPLE

None.

5. SENATE CURRICULUM COMMITTEE

Presented by: Robert Campbell

(a) Resolutions

Robert presented the resolutions brought forward from the June 10th Senate Curriculum Committee meeting.

Robert Campbell moved and Catherine Vertesi seconded that:

11/30 SCC resolutions, 11/54 and 11/55, be received and adopted by Senate.

CARRIED

(b) SCC Student Representative – Ghazal Tohidi

Senate was informed that Ghazal Tohidi wished to serve as a student representative on the Senate Curriculum Committee.

David Clarkson moved and Parker Busswood seconded that:

11/31 Senate endorse Ghazal Tohidi as a student representative on the Senate Curriculum Committee.

CARRIED**6. GRADING PROFILE COMMITTEE MANDATE**

Presented by: Kris Bulcroft

The Senate ad hoc Grading Profile Committee mandate was presented to Senate for review. Correspondence from the Capilano Students' Union requesting more student members on the committee and consideration of percentage based final grades was also distributed to Senate.

Volunteers were requested to fill vacancies because some members no longer wished to serve on the committee.

A member expressed concern with regard to insufficient student representation, and it was agreed to increase the number of students on the committee to three.

After discussion of committee membership, it was decided that the committee will be comprised of one faculty member from each faculty, the Registrar, two Deans and three students.

Senate reviewed the purpose of the committee.

Members requested that the committee also explore the possibility of percentage based final grades, and it was suggested that once the committee completes its mandate, it can be asked to reconvene for review and discussion in this regard.

David Clarkson moved and Catherine Vertesi seconded that:

- 11/32** Senate approve the terms of reference for the Senate ad hoc grading profile committee with the revised purpose now reading “The GPC will build on the work and advice of the previous ad hoc grading profile committee and address Senate motion 11/17 and whether to accept, amend or reject this motion” and revised membership of one faculty member from each faculty, two deans, the registrar and three students.

CARRIED

7. SENATE PLANNING AND POLICY COMMITTEE

Presented by: Robert Campbell

(a) EC2002-04 Definition of a Full-Time Student

Robert presented policy EC2002-04 Definition of a Full-Time Student for approval and noted that revisions had mainly consisted of clarifying the language.

Robert Campbell moved and Marion Haythorne seconded that:

- 11/33** The revisions to EC2002-04 Definition of a Full-time Student be approved by Senate.

CARRIED

(b) Motion to rescind EC1995-10 Creation of an Institute

Senate was requested to rescind policy EC1995-10 Creation of an Institute. As the term “institute” has become more of a marketing term, the Planning and Policy Committee had concluded that the use of the term did not require a policy.

Robert Campbell moved and Catherine Vertesi seconded that:

- 11/34** Senate rescind policy EC1995-10 Creation of an Institute.

CARRIED

(c) EC2006-02 Educational Qualifications for Instructors

Senate was requested to approve the revisions to policy EC2006-02 Educational Qualifications for Instructors. The proposed revision removes the detailed listing of required qualifications and simply states a policy principle for only the minimum qualifications for instructors.

Robert Campbell moved and David Clarkson seconded that:

- 11/35** The revisions to EC2006-02 Educational Qualifications for Instructors be approved by Senate.

CARRIED

8. SENATE SUB-COMMITTEES

Presented by: Marion Haythorne

(a) Sub-Committee Volunteer List

Members were requested to volunteer for the remaining vacancies on the various committees.

With regard to the Senate Budget Advisory Committee, an election was required, as four faculty had expressed interest in filling three positions on that committee. In the interests of time, members were asked to complete a ballot and return it to the Committee's Clerk. The results of the election will be announced by email.

INFORMATION ITEMS

None.

There being no further business and on motion duly made and seconded, the meeting was adjourned at 5:40 p.m.

Next Meeting: Tuesday, September 13, 2011.
