



## SENATE MEETING

Tuesday, February 1, 2011 4:00 pm LB322

### MINUTES

**PRESENT:** Kris Bulcroft (Chair), Marion Haythorne, Jean Bennett, Chris Bottrill, Robert Campbell, David Clarkson, Nicholas Collins, Graham Fane, Michael Fleming, Bahiyyih Galloway, Susan Hogan, Karin Jager, Reini Klein, Clay Little, Karen McCredie, Paul McMillan, Jennifer Moore, Jen Moses, Gordon Rudolph, Tim Schouls, Jackie Snodgrass, Ghazal Tohidi, Tammy Towill, Peter Ufford, Milton Williams; Recording Secretary: Mary Jukich

**REGRETS:** Kim Bothen, Herbert Cruz, Kelsey Didlick, Patrick Donahoe, Darin Feist, David Lambert, Sonja Lebens, Sandra Seekins, Greg Smith, Catherine Vertesi, Stephanie Wells

**GUESTS:** Brandon Hofmarks

Kris Bulcroft called the meeting to order at 4:00 pm.

#### 1. APPROVAL OF AGENDA

*Jackie Snodgrass moved and Robert Campbell seconded that:  
the Agenda be approved.*

**CARRIED**

#### 2. MINUTES

An error was noted under the Information Item, Update on Student Health and Dental Insurance Proposal. The statement “that the insurance plan will only initially cover students attending the North Vancouver campus, with benefits being extended to the Sechelt and Squamish campuses at a later date” should have read:

“that the insurance plan will initially cover students attending the North Vancouver campus but may also cover students at the Sechelt and Squamish campuses.”

*Jackie Snodgrass moved and Susan Hogan seconded that:  
the amended Minutes of the January 11, 2011 meeting be  
approved.*

**CARRIED**

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

#### **Chair's Report**

Kris reported that the recent faculty world cafe had been well attended and there had been good broad-based commentary. Once all the comments have been reviewed and dominant themes identified, a report will be prepared discussing the next steps.

Kris attended the Board retreat on January 22<sup>nd</sup>. One of the issues covered was how post-secondary institutions similar to Capilano were working to fulfil goals within a changing landscape, both in terms of student needs and funding. The retreat was very productive with discussion on the Board's involvement in trying to meet these goals.

The Fine and Applied Arts Alumni event was very successful, and attendance was good.

Capilano received good publicity for its participation in the Shakeout BC earthquake drill. Kris noted that it was a worthwhile exercise to participate in, and improvements will be made next year.

Kris met students at a recent CSU meeting, and the topic of residential housing at Capilano was raised. As well, a survey conducted in Fall 2010 indicated students generally had a positive attitude towards Capilano. Overall satisfaction with the campus improved; however, there were still some challenges as students were concerned with lack of study and social space, availability of printers, among other things.

#### **Vice-Chair's Report**

Marion introduced Brandon Hofmarks, a student in the Business program. Brandon is considering running for one of the student positions on Senate and attended the meeting to observe proceedings.

Marion attended the Board retreat and is looking forward to working with members.

The Committee Restructuring Committee met and had further reviewed the mandates of committees. The Committee will report at the March Senate meeting.

Marion announced that, due to scheduling issues, Kevin Cripps, a representative from the Faculty of Fine and Applied Arts had resigned from Senate effective immediately. Karen McCredie would be addressing by-elections further in the agenda.

### **4. APPROVALS IN PRINCIPLE**

None.

**5. SENATE CURRICULUM COMMITTEE***Presented by: Jackie Snodgrass***(a) Resolutions**

Jackie presented the resolutions brought forward from the January 21<sup>st</sup> Senate Curriculum Committee meeting.

*Jackie Snodgrass moved and Tammy Towill seconded that:*

**11/03** SCC resolutions, 11/01, 11/02, 11/03, 11/04, 11/05, 11/06, 11/07 and 11/08, be received and adopted by Senate.

**CARRIED****(b) Student Members**

Jackie reported that during the review of faculty membership terms on the Senate Curriculum Committee, it was discovered that Senate approval had not been received for continuation of the student representative. In this regard, Senate approval was requested for Ghazal Tohidi to continue as student representative on the Senate Curriculum Committee.

*Jackie Snodgrass moved and David Clarkson seconded that:*

**11/04** Ghazal Tohidi continue as student representative on the Senate Curriculum Committee.

**CARRIED****6. SENATE PLANNING AND POLICY COMMITTEE***Presented by: Robert Campbell***(a) EC199903 Academic Appeal Policy**

Senate was requested to approve revisions to EC199903 Academic Appeal Policy. As the policy had previously undergone a significant review, minor revisions were only being recommended. The revisions consisted mainly of clarifying and updating clarity of language, as well as a more specific definition of quorum.

*Robert Campbell moved and Tammy Towill seconded that:*

**11/05** The revisions to EC199903 Academic Appeal Policy be approved by Senate.

**CARRIED****7. GRADING PROFILE COMMITTEE***Presented by: Graham Fane*

Graham reported that the committee had met and reviewed feedback received to date on Capilano's grading profiles. Feedback indicated that certain profiles were preferred and, the committee therefore developed two proposed profiles. The first profile could be used for theory-based courses and the second profile could be used for skills-based courses. Members discussed the suitability of the two profiles as they apply to different programs, and how a program that has both skills and academic courses would deal with the profiles. Members were requested to bring the two profiles back to their constituencies for discussion and review. Graham requested that any feedback be received by the end of February.

**8. ELECTIONS**

*Presented by: Karen McCredie*

**(a) Student Elections**

Karen announced the upcoming election for the four student positions on Senate. The student terms will run from August 1, 2011 to July 31, 2012. She noted that the Senate student election timing has been set in order to coincide with Board student elections.

**(b) Faculty By-Election**

Karen announced the upcoming by-election for two faculty positions on Senate. One position is to replace Kevin Cripps with a term to begin immediately and end February 29, 2012. The second position is to replace Jen Moses with a membership term effective August 1, 2011 - February 29, 2012.

The student elections and faculty by-election will have the following timeframe and schedule:

Call for Nominations	February 6
Nominations Closed	February 13
Elections Open	March 14
Elections Closed	March 21 (midnight)
Results Announced	March 22

**INFORMATION ITEMS**


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None.

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There being no further business and on motion duly made and seconded, the meeting was adjourned at 5:15 p.m.

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**Next Meeting: Tuesday, March 1, 2011.**

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