



SENATE MEETING

Monday, June 10, 2013 4:00 pm LB322

MINUTES

PRESENT: Kris Bulcroft (Chair), Tammy Towill, Carol Aitken, Stephen Atkins, Brittany Barnes, Mark Battersby, Jean Bennett, Chris Bottrill, Robert Campbell, David Clarkson, Leighan Crowe, Caroline Depatie, Graham Fane, Darin Feist, David Kirk, Reini Klein, Clay Little, Sonja Lebens, Nanci Lucas, Grace Makarewicz, Karen McCredie, Paul McMillan, Grace McNab, Jennifer Moore, Jared Nash, Erin Robinson, Sandra Seekins, Sharka Stuyt, Jenna Theny, Catherine Vertesi, Daniel Yasinski, Recording Secretary: Mary Jukich

REGRETS: Don Bentley, Brandon Hofmarks, Violet Jessen, Vineet Johnson, Peter Ufford

GUESTS: Members of Various Areas and Departments of the University
Members of the Community at Large

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

1. APPROVAL OF AGENDA

Fast Track Approval Process was added as Item #5(b).

*Karen McCredie moved and Graham Fane seconded that:
The amended agenda be approved.*

CARRIED

2. MINUTES

*Grace Makarewicz moved and Robert Campbell seconded that:
The minutes of the May 7, 2013 meeting be approved.*

CARRIED

3. CHAIR AND VICE-CHAIR'S REPORTS

Chair's Report

Kris announced that Amrik Virk is the new Minister of Advanced Education and James Gorman the Deputy Minister of Education.

The Senate Budget Advisory Committee was thanked for their work with the 2013/2014 budget.

Vice-Chair's Report

Cindy Turner, Vice-President, Finance was introduced and welcomed to the meeting.

Guests from various areas and Departments of the University, as well as members of the community at large, were welcomed to Senate.

As the term of the student representatives will be ending as at July 31st, David Clarkson, Jared Nash and Jenna They were thanked for their work and efforts on Senate. Brandon Hofmarks will be returning for a further term.

4. APPROVALS IN PRINCIPLE

None.

5. SENATE CURRICULUM COMMITTEE

Presented by: Robert Campbell

(a) Resolutions

Robert presented the resolutions brought forward from the May 17th, 2013 Senate Curriculum Committee meeting.

Robert Campbell moved and Karen McCredie seconded that:

13/44 SCC resolutions 13/57, 13/58, 13/59, 13/60, 13/62, 13/63, 13/64, 13/65, 13/66, 13/67 and 13/68, be received and adopted by Senate.

CARRIED

Robert Campbell moved and Jenna They seconded that:

13/45 SCC resolution 13/61, final approval of the International Management Graduate Certificate, be received and adopted by Senate.

CARRIED

(b) Fast Track Approval Process

At the May 17th SCC meeting, Continuing Education requested approval to revise a program scheduled to start in July. On review of the program profile, further revisions were requested by SCC. As SCC and Senate will not be meeting when revisions to the program profile are expected to be completed, the Fast Track Approval Committee was requested to convene. Members of the committee consist of a Dean, Chair of SCC, Vice-Chair of Senate, Registrar and two Senate faculty members. Carol Aitken and Nanci Lucas volunteered to serve.

6. SENATE ACADEMIC PLANNING AND PROGRAM ASSESSMENT COMMITTEE

Presented by: Grace McNab

Members were notified that the Committee is bringing two motions to the August Senate meeting.

Fifteen reports are tentatively scheduled to be presented at the program assessment presentations rescheduled for August 19th and 20th, between 9:00 – 12:00 noon, in LB 322.

7. SENATE BUDGET ADVISORY COMMITTEE

Presented by: Leighan Crowe

The Senate Budget Advisory Committee presented their report and recommendations to Senate in response to the Board directive.

SBAC recommends to the Executive and to the VP/Deans that:

- In consultation with the University community and with support from the Senate, the VP/Deans develop an academic plan, criteria, performance measures and program costing methodologies, to improve the decision-making process for academic programming for the 2014-2015 budget review.
- That the Deans consult with their Faculties regarding opportunities for developing new programs or re-developing suspended programs and report results to Senate.
- That the open flow of communication be retained which supports SBAC in satisfying its mandate “to request, receive and review data and make recommendations to Senate as deemed appropriate in relation to the budget.”

SBAC recommends to VP Finance & Administration that:

- A full external review and evaluation of the IT functions and services provided at Capilano be undertaken in time for the 2014-2015 budget review to ensure appropriate levels of service and efficiencies.

SBAC recommends to Board of Governors that:

- They assess the best approach to meet government timelines and rules to determine if Capilano can successfully apply for reserves during the 2013-14 fiscal year.
- The Senate Budget Advisory Committee recommends the budget as attached, which includes the following list of budget adjustments:

Parking increase	\$18,000
Suspend BC CEOs membership	\$8,000
Increase in seat max	\$20,000
Sections given from Faculty of Health, Education & Human Development	2 sections

Members were reminded that Senate does not have to endorse the Committee’s recommendation to the Board. However, a motion from the Committee was put on the floor for consideration.

Leighan Crowe moved and Jennifer Moore seconded:

13/46 The Senate Budget Advisory Committee moves that the Senate recommend to the Board of Governors the revised proposed budget plan as at June 7th, which includes the following list of budget adjustments:

CARRIED
14 yes
9 no
1 abstention

Parking increase	\$18,000
Suspend BC CEOs membership	\$8,000
Increase in seat max	\$20,000
Sections given from Faculty of Health, Education & Human Development	2 sections

Robert Campbell moved and Karen McCredie seconded:

13/47 To vote by ballot

CARRIED

On presentation of the Committee's motion and prior to voting, a subsequent motion was put on the floor.

Paul McMillan moved and Grace McNab seconded:

To table the Committee's motion.

DEFEATED
9 yes
14 no
1 abstention

Brittany Barnes and Nanci Lucas served as scrutinizers of the vote.

Paul McMillan moved and Sandra Seekins seconded:

13/48 To vote by ballot.

CARRIED

Robert Campbell moved and Tammy Towill seconded:

13/49 To destroy the ballots.

CARRIED

Senators were reminded that the Budget Committee's motion was on the floor. Senators, members from various areas and departments of the University, as well as members of the community presented their concerns with the impact and implications of the proposed budget.

Clarification was requested on whether, through the Budget Committee's collaborative process with the campus, any suggestions were received that could potentially generate revenue. It was noted that a number of responses, from the website input forms, were received but given the short time constraints, some suggestions could not be considered or implemented. It was noted that all ideas and suggestions submitted were reviewed and discussed by the committee.

The Budget Committee was questioned whether the Committee was informed with details of the alternative budget. The Committee confirmed that it had reviewed the alternative budget and had provided feedback on feasibility challenges.

Paul McMillan moved and Sandra Seekins seconded that:

Senate recommends that the Board of Governors also consider the alternative budget proposed by the CFA in its deliberations.

DEFEATED
8 yes
13 no

On presentation of the motion, concern was expressed that not all Senators had reviewed the alternative budget. As a standing rule of Senate indicates that prior notification of documents to be distributed at Senate is required, a motion was put to allow the document to be distributed.

Paul McMillan moved and Mark Battersby seconded:

To distribute the alternative budget document.

DEFEATED
10 yes
11 no

Nanci Lucas moved and Jared Nash seconded:

13/50 To destroy the ballots

CARRIED

Concern was expressed on the implications of not allowing the alternative budget document to be distributed, and an oral summary was presented to Senate.

Concern continued on the perception of not endorsing the alternative budget document, and members were reminded that pathways exist for the campus community to access the Board.

8. GRADUATES

Presented by: Karen McCredie

The Registrar presented a list of 25 additional graduates who had met the graduation criteria and program requirements to graduate in June 2013.

Karen McCredie moved and Jared Nash seconded that:

13/51 Upon verification by the Registrar's Office that all credential requirements have been met, the Chancellor and the Senate of Capilano University approve the conferring of the credentials.

CARRIED

9. FACULTY TERMS OF REFERENCE

(a) Faculty of Fine and Applied Arts

Presented by: Jennifer Moore

Senate was requested to approve the Terms of Reference for the Faculty of Fine and Applied Arts and the Academic Planning Committee (APC) of the Faculty of Fine and Applied Arts

Jennifer Moore moved and Robert Campbell seconded that:

13/52 The Terms of Reference of the Faculty of Fine and Applied Arts and the Academic Planning Committee (APC) of the Faculty of Fine and Applied Arts be approved.

CARRIED

Information Items

Item #1 – Core Themes

Presented by: Graham Fane

Senate was reminded that the University has been working towards fulfilling the requirements that came out of the recommendations from accreditation, and one of the requirements was to address core themes. As a result of feedback received at various focus groups that engaged a wide range of both university and community members, a draft discussion paper was prepared and presented to Senate for preliminary review. The University is required to report back to the NWCCU within one year of receiving accreditation, and a final document will be required by September.

Item #2 – The Truth and Reconciliation Commission Events

Presented by: David Kirk

Work is underway on planning University events during the Truth and Reconciliation Commission. Events will take place from September 18 – 21 and some ideas being considered include film screening, guest speakers, and workshops. There will be live streaming of events at the Theatre.

Item #3 – 2014 Senate Meeting Schedule

Presented by: Tammy Towill

The 2014 Senate meeting schedule was presented. On review of the schedule, concern was expressed with the May 2014 proposed date, specifically with meeting work deadlines within the Registrar's Office. Consideration will be given to changing the date.

Item #4 – Board/Senate Dinner

Presented by: Kris Bulcroft

The Board and Senate dinner is scheduled for Tuesday, September 10, 2013 and more information will be provided.

Item #5 – Senate Bi-election

Presented by: Karen McCredie

As three Senate faculty will be on leave, a bi-election will be called at the August Senate meeting.

The 2013 Alumni Awards of Excellence event will be held on Wednesday, June 19th at the Bosa Centre.

Senate was requested to explore two outstanding policy issues; the definition of full time student in relationship to the health insurance, the Senate election procedures specifically with compliance issues with the University Act.

The third annual Capilano University picnic will be held on August 17th and a "save the date" notification will be sent.

There being no further business and on motion duly made and seconded, the meeting was adjourned at 6:00 p.m.

Next Meeting: Tuesday, August 20, 2013.
