



SENATE MEETING

Tuesday, September 10, 2013 4:30 pm LB322

MINUTES

PRESENT: Kris Bulcroft (Chair), Tammy Towill, Carol Aitken, Stephen Atkins, Brittany Barnes, Don Bentley, Robert Campbell, Leighan Crowe, Graham Fane, Darin Feist, Rick Gale, Devon Gregory, Brandon Hofmarks, Violet Jessen, Tiare Jung, David Kirk, Reini Klein, Nanci Lucas, Karen McCredie, Paul McMillan, Jennifer Moore, Natahsha Prakash, Joanne Quirk, Erin Robinson, Sandra Seekins, Sharka Stuyt, Peter Ufford Recording Secretary: Mary Jukich

REGRETS: Jean Bennett, Chris Bottrill, Clay Little, Grace Makarewicz, Catherine Vertesi, Daniel Yasinski

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

1. APPROVAL OF AGENDA

Three information items were added to the agenda:

- Item #4 – Student Transcripts
- Item #5 – Truth & Reconciliation
- Item #6 – Core Themes

Brandon Hofmarks moved and Robert Campbell seconded that:
The amended agenda be approved.

CARRIED

2. MINUTES

Leighan Crowe moved and Graham Fane seconded that:
The minutes of the August 20, 2013 meeting be approved.

CARRIED

3. CHAIR AND VICE-CHAIR'S REPORTS

Chair's Report

Kris thanked everyone involved in this year's Student Orientation. Comments posted to date on the blog indicated a welcoming and supportive University.

Senators were invited, and asked to encourage students, to participate in the events taking place during Truth & Reconciliation Week.

Discussions continue with government representatives with regard to funding and infrastructure, and the challenges ahead for the University.

Kris thanked Erin Robinson, alumni representative, for her work on Senate. Erin will no longer be on Senate as she has accepted a teaching position at the University.

As this was the last Senate meeting for Robert Campbell, Kris thanked Robert for his work and dedication to both Senate and the University.

Vice-Chair's Report

New student representative, Devon Gregory, was introduced and welcomed to Senate.

Senators were reminded of the Board and Senate dinner at 5:30 p.m.

Sharka Stuyt will assume voting rights during Daniel Yasinski's absence from Senate.

Stephen Atkins will assume voting rights during the Fine and Applied Arts bi-election.

4. APPROVALS IN PRINCIPLE

None.

5. CURRICULUM COMMITTEE

Presented by: Robert Campbell

(a) Resolutions

Robert presented the resolutions brought forward from the August 16th, 2013 Senate Curriculum Committee meeting.

Robert Campbell moved and Brandon Hofmarks seconded that:

13/53 SCC resolutions, 13/77 through 13/80, be received and adopted by Senate.

CARRIED

6. BY-LAW, POLICY AND PROCEDURE COMMITTEE

Presented by: Nanci Lucas

(a) Credit Hour

As a result of a recommendation from the NWCC accreditation report, Senate was requested to approve the Credit Hour Policy which defines credit hour at the University. It was noted that the language in the policy meets both the American and Canadian standards, and is also in keeping with definitions used at other institutions.

Nanci Lucas moved and Graham Fane seconded that:

13/54 The Credit Hour Policy be approved by Senate.

CARRIED

(b) Senate Instructional Technologies Advisory Committee Mandate and Structure (SITAC)

Senate was requested to approve revisions to the Senate Instructional Technologies Advisory Committee Mandate and Structure Policy. The revisions consist of the addition of a further non-voting resource member on the committee that can be filled by a VP or Dean.

Nanci Lucas moved and Karen McCredie seconded that:

13/55 The revisions to the Senate Instructional Technologies Advisory Committee Mandate and Structure Policy (SITAC) be approved by Senate.

CARRIED

7. ACADEMIC PLAN PROCESS

Presented by: Rick Gale

Meetings continue with the various stakeholder groups throughout the University. The website for the academic plan process is now live and will continue to be updated as the plan and process are developed.

8. GRADUATES

Presented by: Karen McCredie

The Registrar presented a list of 250 students who had met the graduation criteria and program requirements to graduate.

Karen McCredie moved and Jennifer Moore seconded that:

13/56 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

INFORMATION ITEMS:

Item # 1 – Sub-Committee Membership

Presented by: Tammy Towill

It was reported that most vacancies for the various Senate sub-committees had been filled however, some spots were left empty to be filled after the bi-election. Some sub-committee meetings have already taken place and Chairs confirmed.

Item #2 – Senate Sub-Committee Overview

Curriculum Committee

By-law, Policy and Procedure Committee

Presented by: Tammy Towill/Robert Campbell/Nanci Lucas

Over the next Senate meetings, an overview of each Senate sub-committee will be provided.

Robert Campbell, as Chair of SCC, and Nanci Lucas, as Chair of the By-law, Policy and Procedure Committee, both provided a brief summary of each Committee's function, mandate and membership.

Item #3 – Ad Hoc Committee

Presented by: Tammy Towill

Senate was informed that two ad hoc committees are in place. The first ad hoc committee, chaired by Violet Jessen, is reviewing the issue of seat maximums. Information gathered by the committee to date is being reviewed by the Deans, and it is anticipated that the committee will be reporting shortly.

The second ad hoc committee will be reviewing statutory holidays and lost class time. A committee has been struck, chaired by Paul McMillan.

Item #4 – Student Transcripts

Presented by: Karen McCredie

The implementation of a single grading profile provided an opportunity to update Capilano transcripts. In this regard, Senate was presented with the new transcripts which incorporate the Capilano crest and the highest level security features.

Item #5 – Truth & Reconciliation

Presented by: David Kirk

A brochure outlining the events during Truth & Reconciliation week was distributed to Senate.

Item #6 – Core Themes

Presented by: Graham Fane

Senate was advised that two forums will be held for further input, and to continue engagement with the University, on the development of core themes. The sessions will be for information gathering, and will be structured as 90 minute “drop-in” sessions. Participants can attend at any time during the session to review the materials and provide feedback. The two sessions will be held on:

Wednesday, September 25th 4:00 – 5:30 p.m. LB 322
Thursday, September 26th 11:30 – 1:00 p.m. LB 322

Opportunities for feedback at the regional campuses will also be put in place.

It was noted that the sessions are for input from the campus community and that once information is collected, and reviewed, a recommendation will be brought for approval.

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

Next Meeting: Tuesday, October 1, 2013
