



SENATE MEETING
Tuesday, December 2, 2014 4:00 pm LB322

MINUTES

Present: Kris Bulcroft (Chair), Nanci Lucas (Vice-Chair), Carol Aitken, Jean Bennett, Don Bentley, Chris Bottrill, Brent Calvert, Julia Denholm, Cierrah DiCesare-Cawker, Leigha Crowe, Calvin DeGroot, Sacha Fabry, Darin Feist, Rick Gale, Ken Haycock, Violet Jessen, David Kirk, Reini Klein, Grace Makarewicz, Karen McCredie, Paul McMillan, Grace McNab, Jennifer Moore, Emma Russell, Sandra Seekins, Murray Stiller, Sharka Stuyt, Michael Victor, Cheryl Webb, Daniel Yasinski, Recording Secretary: Mary Jukich

Regrets: Brent Leigh, Kim McLeod, Todd Nickel, Natahsha Prakash, Stephanie Wells

The Chair called the meeting to order at 4:00 p.m.

1. Approval of Agenda

The following items were added to the agenda:

- Other Business - BC Skills Plan Narrative
 - Strategic Plan materials on the University Website
 Information Item - Copyright Workshop

David Kirk moved and Julia Denholm seconded:

The amended agenda be approved

CARRIED

2. Minutes

- November 18, 2014 – Special Meeting of Senate

The fourth paragraph, first line, be omitted as members were aware that discussion would be on Draft #4.

Jean Bennett moved and Julia Denholm seconded that:

The amended minutes from the special meeting of Senate on November 18th, 2014 be approved.

CARRIED

- November 4th, 2014 – Regular Meeting of Senate

Reini Klein moved and Sandra Seekins seconded that:

The minutes from the regular meeting of Senate on November 4th, 2014 be approved.

CARRIED

3. Chair and Vice-Chair's Reports

Chair's Report

Members were invited to the Holiday Jazz Breakfast on Tuesday, December 16th, at 9:00 a.m.

The Chair announced that Carol Howorth has been appointed to serve on the Board of Governors, and the Alumni Association was thanked for their work in identifying a candidate.



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Senate members were wished a Happy Holliday Season.

Vice-Chair's Report

In the absence of Kim McLeod and Stephanie Wells, Emma Russell assumed voting rights for the Faculty of Global and Community Studies.

With regard to the issue of Senate meetings end time, members were informed that Senate agendas will now indicate a meeting end time of 6:00 p.m. If additional time is required, a motion to extend the meeting will be presented.

Sacha Fabry moved and Calvin DeGroot seconded that:

14/59 Senate agendas now indicate a 6:00 p.m. meeting end time. **CARRIED**

4. Business Arising

4.1 Senate Credential Policy Review Committee

Presented by: Jean Bennett

Senate was requested to approve the appointment of the following members to the Senate Credential Policy Review Committee:

SCC Members	- Debbie Jamison
	- Aurelea Mahood
By-law, Policy and Procedure Committee	- Alison McNeil
	- Judith Watson
Enrolment Services Staff	- Alejandra Mazariegos
Student	- Michael Victor

Jean Bennett moved and Carol Aitken seconded that:

14/60 Senate approve the appointment of Debbie Jamison, Aurelea Mahood, Alison McNeil, Judith Watson, Alejandra Mazariegos and Michael Victor to the Credential Policy Review Ad-Hoc Committee. **CARRIED**

5. New Business

5.1 Faculty Terms of Reference – Faculty of Education, Health and Human Development

Presented by: Jean Bennett

The Faculty of Education, Health and Human Development Faculty Terms of Reference are being revised, as required by the University Act, to indicate the Registrar as a non-voting member of the Faculty.

Jean Bennett moved and Don Bentley seconded that:



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- CARRIED**
- 14/61** Senate adopt the amended Terms of Reference for the Faculty of Education, Health and Human Development.

5.2 Faculty Terms of Reference – Faculty of Fine & Applied Arts

Presented by: Jennifer Moore

The Faculty of Fine & Applied Arts Terms of Reference are being revised, as required by the University Act, to indicate the Registrar as a non-voting member of the Faculty.

Jennifer Moore moved and Carol Aitken seconded that:

- CARRIED**
- 14/62** Senate adopt the amended Terms of Reference for the Faculty of Fine & Applied Arts.

5.3 B.103 Program Advisory Committees Policy

Presented by: Nanci Lucas

Members were informed that the Board has requested Senate's advice on the B.103 Program Advisory Committees Policy.

As the Board is requesting only a one page summary, a discussion arose on what the advice would constitute and who would undertake the review.

A suggestion was presented to send the Policy to the Senate By-law, Policy and Procedure Committee for review and collection of feedback, and formal advice to be brought back to Senate.

Rick Gale moved and Jennifer Moore seconded that:

- CARRIED**
- 14/63** B.103 Program Advisory Committees Policy be brought to the appropriate committee, and that feedback is taken until that Committee's next meeting, and at their meeting discuss the Policy and continue until the Committee is ready for advice.

5.4 Senate Ad Hoc Committee on Faculty Structure

Presented by: Nanci Lucas

Members were informed that the Board has requested the development of an implementation plan for the Strategic Plan, and as Senate input would be beneficial, a proposed composition of an ad hoc committee was presented for members' consideration.

As concern was expressed on the suggested composition of the ad hoc committee and whether there was representation from each of the Faculties



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and service areas, it was suggested that this item be tabled to the January Senate meeting, and that terms of reference also be developed.

It was noted that further discussion will be undertaken with regard to the name of the ad hoc committee.

Chris Bottrill moved and Carol Aitken seconded that:

14/64 The ad hoc committee come back with terms of reference and possibly with an expanded membership list.

CARRIED
 1 abstention

6. Standing Items

6.1 Strategic Plan

Presented by: Rick Gale

The following reports were presented:

Implementation Plan:

- The implementation plan requested by the Board will be available to the community before the end of term.
- As per the Strategic Plan, implementation will focus on student success within the three strategic priorities:
 - Program Offerings,
 - Student Enrollment, and
 - Learning Environments
- The implementation plan will propose short and long term objectives, strategies for achievement, measures and metrics.
- In January, we will ask stakeholders to respond to the plan and provide their own perspectives on reaching student success.
- The results of that process will be part of the implementation conversation at the Board meeting in February.

Academic Plan

Sandra Seekins has been asked to form a working group “dedicated to collaboration and cooperation between academic units across the campuses, making public the good work already underway and promoting still more”. This will be the Committee on Campus Collaboration.



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6.2 Strategic Planning Advisory Committee

Presented by: Rick Gale

The following report was presented to the Board:

Senate Motion Includes: "There should be clarity within this document around interdisciplinary general education and there should be clarity within this document on traditional academic credentials."

Strategic Plan Includes: "To prepare well-educated and engaged citizens, Capilano University will develop an optional first-year experience and a required interdisciplinary general education core."

- "The term interdisciplinary is applied within education and training pedagogies to describe studies that use methods and insights of several established disciplines or traditional fields of study. Interdisciplinary involves researchers, students, and teachers in the goals of connecting and integrating several academic schools of thought, professions, or technologies—along with their specific perspectives—in the pursuit of a common task." (Wikipedia)
- The distinction is often made between a disciplinary or breadth approach to general education, wherein students are expected to make their own connections between fields and ideas, and an interdisciplinary or integrative approach, where connections are intentional and curricular. The plan recommends that in creating our general education programming we focus on integrative and interdisciplinary approaches.

Strategic Plan Includes: "To that end, Capilano will focus its resources not on traditional academic credentials, but on career-related and professional degree pathways that provide students with a direct link to the practical world they will experience after graduation."

- Most academic disciplines have their roots in the mid-to-late-19th century secularization of universities, when the traditional curricula were supplemented with non-classical languages and literatures, social sciences such as political science, economics, sociology and public administration, and natural science and technology disciplines such as physics, chemistry, biology, and engineering. (Wikipedia)
- Traditional academic credentials usually refer to the Bachelor of Arts (BA) and Bachelor of Science (BS) in the above-mentioned disciplines (as opposed to professions). Capilano University has only one traditional BA and that is not in a traditional field of study (LSBA). Given our past strengths and need to differentiate in the future, the plan recommends that during the next three years we at Cap continue our focus on career-



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related and professional degree development rather than embarking on a new path towards traditional degree pathways.

This concludes the work of the Strategic Planning Advisory Committee, and with the Senate's approval that committee will officially disband.

7. Other Business

BC Skills Plan Narrative

Concern was expressed that information shared through the Board package has not yet been posted to the University website; however, it was noted that the information cannot be posted in advance of government posting.

Strategic Plan Materials on University Website

A question was raised that some background information on the Strategic Plan has been removed from the website. It was clarified that this information is located in the Archive Section.

8. Committee Reports

8.1 Curriculum Committee

Presented by: Jean Bennett

In light of recent requests for further information with regard to the Curriculum Committee, the link to the Committee draft minutes will be provided on Senate agendas.

The resolutions brought forward from the November 21, 2014 Senate Curriculum Committee were presented to Senate.

Jean Bennett moved and Jennifer Moore seconded:

14/65 SCC resolutions 14/88, 14/89, 14/90, 14/91 and 14/92 be endorsed by Senate.

CARRIED
1 abstention

8.2 Sample Report to Senate

In response to questions with regard to additional detailed information when Degrees or Diplomas are presented for recommendation to the Board for final approval, the rationale provided along with Curriculum Committee documentation on final approvals will be provided to Senate.



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8.3 Budget Advisory Committee

Presented by: Violet Jessen

The Committee met on November 18th, and will be reviewing its mandate and budget process to ensure that the Committee requests and receives appropriate information in a timely manner.

8.4 Academic Planning and Program Assessment Committee

Presented by: Rick Gale

In the absence of Kim McLeod, and on behalf of the Committee, Senate was informed that the Committee working groups looked at each area, program assessment, performance measures and academic planning, and groups have action items that will be brought to the next Committee meeting.

8.5 Self-Evaluation Committee

Presented by: Grace Makarewicz

The Senate Evaluation Committee reported that it had reviewed its mandate and now requests that the By-law, Policy and Procedure Committee consider a request to strengthen the mandate to include the ability to make recommendations to Senate concerning Senate's efficiency, outcomes, processes and procedures, using surveys and other means.

9. Discussion Items

9.1 Advice on Discontinuance of Programs or Courses Board Policy

Presented by: Nanci Lucas

Members reviewed the feedback received on the Discontinuance of Programs or Courses Board Policy, and a discussion arose on how the feedback would be provided to the Board. Members were informed that the Board has requested only a one page document incorporating the feedback.

Concern was expressed that it may be difficult to distill detailed feedback into a one page document.

A suggestion was presented to request the Senate By-law, Policy, and Procedure Committee to review and summarize the feedback, and circulated prior to the January Senate meeting.

Paul McMillan moved and Julia Denholm seconded that:

14/66 The Senate By-law, Policy and Procedure Committee take the advice that has been received and summarize it into a one page draft for the January Senate meeting.

CARRIED
1 abstention



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Members were informed that additional feedback will be accepted.

10. Information Items

10.1 Copyright Workshop

Presented by: Grace Makarewicz

Members were invited to attend a copyright workshop on Wednesday, December 3rd at 9:00 a.m. in LB322.

There being no further business, and on motion duly made, the meeting was adjourned at 5:30 p.m.

Next Meeting: Tuesday, January 13, 2015
