



SENATE MEETING
 Tuesday, December 1st, 2015 4:00 pm
 Capilano University – LB322

MINUTES

Present: Kris Bulcroft (Chair), Nanci Lucas (Vice-Chair), Carol Aitken, Jean Bennett, Don Bentley, Chris Bottrill, Brent Calvert, Leighan Crowe, Julia Denholm, Sacha Fabry, Darin Feist, Rick Gale, Benjamin Glassen, Rhita Hassar, Reini Klein, Sylvia Kind, David Kirk, Grace Makarewicz, Karen McCredie, Paul McMillan, Grace McNab, Jennifer Moore, Debbie Jamison, Natahsha Prakash, Sandra Seekins, Sharka Stuyt, Michael Thoma, Cheryl Webb, Bacel Younan, Recording Secretary: Mary Jukich

Regrets: Brent Leigh, Kim McLeod, Emma Russell, Zachary Thompson, Stephanie Wells, Daniel Yasinski

Guests: Representatives from Capilano Students' Union

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

1. Approval of Agenda

Jennifer Moore moved and Natahsha Prakash seconded:
The agenda be approved

CARRIED

2. Minutes

Grace McNab moved and Julia Denholm seconded:
The November 3rd, 2015 minutes be approved

CARRIED

3. Presentation

Representatives from the Capilano Students Union provided a presentation on their projects and strategic goals.

4. Chair and Vice-Chair's Reports

Chair's Report

The Holiday Breakfast will be held on Tuesday, December 15th, 9:00 – 10:00 am.

Senators were reminded that the United Way Campaign closes on December 2nd and everyone was encouraged to consider making a donation to the campaign.

Kris was invited to participate and represent the University in a discussion group organized through the North Vancouver Chamber. Discussions centred on strategies to support businesses that exist, and to increase business activity on the North Shore.

Jean Bennett was acknowledged and thanked for her contributions to Senate, and for her work at the University.

Kim McLeod will serve as Acting Dean of the Faculty of Education, Health and Human Development starting January 1, 2016.



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Vice-Chair's Report

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

Senators were invited to attend the “Honouring Our Women National Day of Remembrance and Action on Violence Against Women” event on Thursday, December 3rd, at 11:30 am.

Jennifer Jamieson was hired as the new Manager of Policy, Governance and Privacy and will be working on Board Policies. In January, Nanci Lucas will review and draft Senate policies and procedures.

A moodle site was developed for posting Senate policies and procedures. Senators will be provided with access to the site in order to provide feedback and comments with regard to Senate policies and procedures, and “C” classified policies (Board policies that must seek advice of Senate prior to approval by the Board). Feedback will then be forwarded to the appropriate subcommittee for recommendations.

Nanci attended a meeting of the APC chairs to provide clarification on section 40 of the University Act.

Michael Thoma will replace Christian Steckler, and Paul McMillan will replace Kim McLeod on SAPPAC.

5. Correspondence

No correspondence was presented.

6. Business Arising

6.1 Senate Academic Freedom Review Ad Hoc Committee

Senators were requested to volunteer to serve on the remaining vacancies of the ad hoc committee.

7. New Business

7.1 Faculty of Global and Community Studies By-Election – Replacement for Kim McLeod

Senate was informed that a by-election will be called on Monday, January 4th, 2016 for a voting faculty member for the Faculty of Global and Community Studies. The vacancy is a result of Kim McLeod’s recent appointment to Acting Dean of the Faculty of Global and Community Studies. Election results will be announced shortly after the closing on February 27th.



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8. Standing Items

8.1 Academic Initiatives

Presented by: Rick Gale

- Searches are underway for two deans and the AVP. Thanks to the students, staff, faculty, and administrators serving on these committees.
- Two consultants from SEM Works were on campus to work with teams from recruiting, admissions, advising, marketing and communication, this follow-up on our February visit was designed to help Cap move forward with its strategic enrolment management process. Thanks to all areas and individuals who set aside time on short notice.
- Laura MacKay, Sylvia Kind, and Kathleen Kummen are serving as an ad-hoc committee on research ethics, charged with developing a work plan that will lead to policy and practice for a standing committee. Thanks to Julia for moving this forward.
- The first iteration of a wellness committee has been struck to review current practices and best practices. Thanks to Susan Doig for agreeing to chair and organize the committee.
- We are preparing materials for the 2016 Aboriginal Service Plan submission at the end of January. Thanks to Chris Bottrill for his long-standing work in support of that process.
- General Education committee is finishing its consultation process and will shortly be submitting a report. Thanks to Jocelyn Hallman and Mary Giovannetti for leading those efforts.
- Thanks also to the entire Cap community.
 - Gen Ed, or at least the idea of a common core curriculum, is one of the most important tools for promoting student success in higher education.
 - Because it leads to student success, Gen Ed is a key feature of both our academic and strategic plans.
 - The overall shape of Gen Ed at Cap has been debated and discussed, and it was determined that we wanted it, and we wanted it to be interdisciplinary, again following best practices.
 - Our commitment is so great that Cap has invested more than \$100K on this endeavor, almost all of which has gone to faculty



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time and travel.

- We do this not because NWCCU tells us to, but because it is what's best for our students, for our institution, and our future.
- Gen Ed has been a lot of work and is going to be a lot more work, it means putting an end to business as usual, it will result in changes to every credential, but it is what we as an institution have asked for and it is without question the right thing for our students.

9. Other Business

No other business was presented.

10. Committee Reports

10.1 Academic Planning and Program Assessment Committee

Presented by: Sandra Seekins / Grace McNab

Senate was presented with the Committee's report on its findings and overall conclusions of the 2014-2015 program assessment cycle.

As there was no discussion on the report, the Committee will bring its recommendations back to Senate.

10.2 Curriculum Committee

Presented by: Jean Bennett

Jean Bennett moved and Julia Denholm seconded:

15/84 SCC Resolution 15/74 be endorsed by Senate.

CARRIED

Senate was requested to approve a revision to the mandate and structure of the Senate Curriculum Committee to provide for a Vice-Chair of the Committee, and who may or may not be a Senate member.

Senate was informed that as a result of Jean Bennett's retirement, Debbie Jamison will serve as the Chair of SCC.

Jean Bennett moved and Jennifer Moore seconded:

15/85 SCC Resolution 15/75 recommending to revise the SCC terms of reference to include a Vice-Chair, and who may or may not be a Senate member, be endorsed by Senate.

CARRIED



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Senate was informed that split level courses will not be approved at SCC until such time as an ad hoc committee provides a report and guidelines to support departments in development of such courses.

10.3 Senate Instructional Technologies Advisory Committee

Presented by: Leighan Crowe

- The Committee met in October and November
- There is increased membership on the Committee, including:
 Voting members – Nadja Neubauer and Karen Yip
 Advising members – Lorie Clay, Aurelea Mahood and Carol Aitken
- Some Committee initiatives include:
 - Assess and share with the greater community;
 - Webinar – needed for online courses. Don Bentley and Barb Matheson will be involved in testing.
 - E-Texts
 - Best practices in online teaching

11. Discussion Items

11.1 No items were presented for discussion.

12. Information Item

12.1 English Language Requirement – TOEFL CBT

Presented by: Karen McCredie

Senate was informed that to reflect current University practice, the Computer Based Test Score (CBT) was removed from the Capilano English Language requirements.

12.2 Update on Board Policies

Presented by: Kris Bulcroft

Senate was provided with a written update on the revised Board Policies B.104 and B.106 which were approved by the board of governors on November 17th, 2015.

There being no further business, and on motion duly made, the meeting was adjourned at 4:45 p.m.

Next Meeting: Tuesday, January 12, 2016
