



SENATE MEETING  
 Tuesday, November 3, 2015 4:00 pm  
 Capilano University – LB322

MINUTES

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**Present:** Kris Bulcroft (Chair), Nanci Lucas (Vice-Chair), Carol Aitken, Jean Bennett, Don Bentley, Brent Calvert, Leighan Crowe, Julia Denholm, Sacha Fabry, Darin Feist, Rick Gale, Benjamin Glassen, Rhita Hassar, Sylvia Kind, Reini Klein, Grace Makarewicz, Kim McLeod, Grace McNab, Jennifer Moore, Debbie Jamison, Emma Russell, Michael Thoma, Cheryl Webb, Stephanie Wells, Daniel Yasinski, Bacel Younan, Recording Secretary: Mary Jukich

**Regrets:** Chris Bottrill, David Kirk, Brent Leigh, Karen McCredie, Paul McMillan, Natahsha Prakash, Sandra Seekins, Sharka Stuyt, Zachary Thompson

**Guests:** Lydia Watson

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

**1. Approval of Agenda**

Information Item #12.2 – Business Case Competition Survey

*Kim McLeod moved and Nanci Lucas seconded:*

**The amended agenda be approved**

**CARRIED**

**2. Minutes**

*Daniel Yasinski moved and Stephanie Wells seconded:*

**The October 6, 2015 minutes be approved**

**CARRIED**

**3. Presentation**

Lydia Watson provided a presentation on the Cap Year Experience.

Some of the highlights of the Presentation included that consultation and feedback have identified five recurring key findings, which include:

- The need to align with Aboriginal success strategy;
- Linkage to general education;
- Incorporate the outdoor recreation piece to sell to students and/or appeal to student needs to have elements of adventure and risk;
- Some kind of Certificate of completion
- Need for transferrable credits.

The committee will continue to gather feedback, and undertake research, as well as meet with various areas of the campus community.



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---

**4. Chair and Vice-Chair's Reports**

***Chair's Report***

Senate was informed that three new members were appointed to the University Board, and the official announcement will be made shortly.

Kris will be attending the North Vancouver Chamber of Commerce Business Excellence Awards on Thursday, November 5<sup>th</sup>. At this event, Capilano University film students create short films of the nominees who have been presented as candidates.

The campus community was thanked for a successful WE Day, and a special acknowledgment presented to Carol Stern and Jeanne Mikita.

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

Debbie Jamison was welcomed as the new faculty representative from the Faculty of Business and Professional Studies for a one year term while Leighan Crowe serves as Acting Dean.

An All-Chairs meeting was held on October 20<sup>th</sup> with discussion around the work of the Senate subcommittees.

There are some remaining vacancies on the subcommittees, and members were encouraged to put their names forward to the Committee's Clerk.

In the absence of David Kirk, Sylvia Kind assumed voting rights from the Faculty of Education, Health and Human Development.

In the absence of Sharka Stuyt, Daniel Yasinski assumed voting rights from the Faculty of business and Professional Studies.

In the absence of Sandra Seekins and Paul McMillan, Nanci Lucas assumed voting rights from the Faculty of Arts and Sciences.

**5. Correspondence**

No correspondence was presented.

**6. Business Arising**

**6.1 Senate Academic Freedom Review Ad-Hoc Committee – Members**

Karen Yip was confirmed as a member, and Senators were encouraged to volunteer to serve on the remaining vacancies of the ad hoc committee.



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---

**7. New Business**

**7.1 Senate by-laws – Notice of Motion for Revision**

This item was deferred to the December Senate meeting.

**7.2 S2015-03 Senate Student Appeals Policy**

*Presented by: Nanci Lucas*

As it was previously determined that there was a lack of clarity, Senate was requested to approve a revision to S2015-03 Senate Student Appeals Policy under point #3a to read “Final grades”.

*Nanci Lucas moved and Bacel Younan seconded that:*

**15/82** Point #3a in S2015-03 Senate Student Appeals Policy be revised to read “Final grades”.

**CARRIED**

**8. Standing Items**

**8.1 Academic Initiatives**

*Presented by: Rick Gale*

The following reported was provided to Senate:

- Ministry of Advanced Education questionnaire on Truth and Reconciliation follow-through
- NWCCU site visit completed, generally positive responses, awaiting official response from NWCCU
- Searches for AVP, Acting Dean of EHHD, permanent deans of EHHD and BPS all moving forward
- Peter Hedley will be stepping down as Manager of Student Affairs on November 13
  - Special recognition of Peter Hedley’s remarkable work over the last year
- Peter Walsh will be joining Cap on November 23 as the new Manager of Student Affairs and Services

**9. Other Business**

No other business was presented.



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**10. Committee Reports**

**10.1 Academic Planning and Program Assessment Committee**

*Presented by: Kim McLeod*

The Committee is working on a draft summary report on observations, conclusions and recommendations with regard to assessment and this will be provided to Senate once finalized.

**10.2 Curriculum Committee**

*Presented by: Jean Bennett*

*Jean Bennett moved and Nanci Lucas seconded:*

**15/83** SCC Resolutions 15/72 and 15/73 be endorsed by Senate

**CARRIED**

**11. Discussion Items**

**10.1** No discussion items were presented.

**12. Information Item**

**12.1 2016 – 2017 Academic Schedule**

*Presented by: Nanci Lucas*

Members reviewed the 2016 – 2017 Academic Schedule as presented.

A question was raised with regard to the exam period ending date and final grade submission deadline for Fall and Spring not being consistent with past practice and that faculty may not be aware of the timing requirements for grade submissions.

It was suggested that information with regard to timing requirements be disseminated to faculty, and that further clarification be provided with regard to the requirement for grade submissions.

**12.2 Business Case Competition Survey**

Rhita Hassar provided a brief summary on a business case competition survey that is being undertaken campus wide, and requested Senators to provide a response to the survey.

There being no further business, and on motion duly made, the meeting was adjourned at 4:30 p.m.

**Next Meeting: Tuesday, December 1<sup>st</sup>, 2015**

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