



SENATE MEETING

Tuesday, January 8th, 2019 4:00 pm
Capilano University – Room LB 322

MINUTES

Present: Majid Raja (Vice-Chair), Sean Ashley, Brent Calvert, Caroline Depatie, Marnie Findlater, David Fung, Kyle Guay, Michelle Gervais, Ted Gervan, Deb Jamison, Brad Martin, Pouyan Mahboubi, Corey Muench, Debbie Schachter, Ekaterina Sergeeva, Jaswinder Singh, Graeme Sleep, Judy Snaydon, Laureen Styles, Michael Thoma, Diana Twiss, Halia Valladares, Mark Vaughan, Stephanie Wells, Stephen Williams, Recording Secretary: Mary Jukich

Regrets: Cyndi Banks, Duncan Brown, Paul Dangerfield, Robin Furby, Aisha Lakhdhir, Joshua Millard, Lauren Moffatt, Adam Sale, Toran Savjord

Acknowledgement

We respectfully acknowledge the unceded lands of Lil'wat, Musqueam, Squamish, Sechelt and Tsleil-Waututh people on whose territories our campuses are located.

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

1. Welcome

Dr. Pouyan Mahboubi the new Dean of the Faculty of Arts & Sciences was introduced and welcomed to Senate.

Caroline Depatie, voting representative from the Faculty of Global and Community Studies, was welcomed back to Senate.

In the absence of Adam Sale, Judy Snaydon assumed voting rights for the Faculty of Fine and Applied Arts.

In the absence of Lauren Moffatt, Mark Vaughan assumed voting rights for the Faculty of Arts & Sciences.

In the absence of Robin Furby, Majid Raja assumed voting rights for the Faculty of Business and Professional Studies.

Dilnavaz Dhillon, the outgoing student representative, was acknowledged and thanked for his contributions at Senate.



SENATE MEETING

Tuesday, January 8th, 2019 4:00 pm
 Capilano University – Room LB 322

MINUTES

2. Approval of the Agenda

Under New Business, item 6.2 Graduates was added to the agenda.

Brad Martin moved and Halia Valladares seconded:
 To adopt the amended agenda.

CARRIED

3. Approval of the Minutes

Majid Raja moved and Stephanie Wells seconded:
 To adopt the December 4, 2018 minutes.

CARRIED

4. Correspondence Received

No correspondence was received.

5. Business Arising

5.1 Follow-up to Clarification Requested about Student Appeals Committee

Presented by: Lauren Styles

At a previous Senate meeting, a request was presented for clarification on why students were not included in some appeal tribunals under the new Student Appeals Policy B.109.

Clarification was provided that the rationale for including the statement is that there may be some situations wherein it may not be appropriate for students to participate in the tribunals as students are not bound to the same confidentiality as employees. Some examples of these situations may be sensitive issues, sexual misconduct, sexual harassment, etc.

6. New Business

6.1 Institute of Interdisciplinary Studies

Presented by: Laureen Styles

Senate was informed that the Institute of Interdisciplinary Studies was recently created. This is a new unit in the Faculty of Arts & Sciences that will house the Liberal Studies BA, and other programs (current or new) which formally combine resources of two or more disciplines from throughout the University.



SENATE MEETING

Tuesday, January 8th, 2019 4:00 pm
 Capilano University – Room LB 322

MINUTES

On discussion, it was suggested that a wider consultation with the campus community would have been beneficial because interdisciplinary studies are generally not limited to one faculty. It was noted that as this new Institute emerges, there are still opportunities to engage on how this will manifest across the University.

6.2 Graduates

Presented by: Laureen Styles

Senate was presented with a list of 384 graduates from the five Faculties, verified by the Registrar's Office to have met the graduation requirements of their program.

Laureen Styles moved and Michelle Gervais seconded:

19/01 Senate accept the students as graduates.

CARRIED

7. Committee Reports

7.1 Academic Planning and Program Review Committee

Presented by: Michael Thoma

At the meeting on December 11th, 2018, the Committee discussed the role of SAPPRC in the Program Review cycle. Program review is part of the Committee's mandate and there is a clearly defined process/procedure for program review. The Committee's role will be to approve the process, rather than the content, and to ensure that all steps of program review are completed. The approval of content will remain with the programs. SAPPRC will complete a one-year program review progress report that offers an overview of all program reviews at the University.

7.2 Bylaw, Policy and Procedure Committee

Presented by: Stephen Williams

7.2.1 Senate Bylaws – Notice of Motion

Senate was provided with a Notice of Motion of revisions to the Senate By-laws.



SENATE MEETING

Tuesday, January 8th, 2019 4:00 pm
Capilano University – Room LB 322

MINUTES

On discussion, an issue was raised that the document included in the agenda package did not clearly indicate the proposed revisions to the Senate Bylaws. It was noted that as per past practice, a document with “track changes”, as well as the clean copy of the final draft document should have been provided to Senate for ease of review. Given the scope of the document, members requested that a document with track changes and a clean copy document be forwarded to Senate so that there is an opportunity for review and consultation with constituents.

7.3 Curriculum Committee

Presented by: Deb Jamison

7.3.1 Resolution Memorandum

The resolutions brought forward from the December 14th, 2018 Senate Curriculum Committee meeting were presented to Senate for approval. On review of the Resolution Memorandum, a request was presented to pull resolution 18/112 for a separate discussion.

Deb Jamison moved and Marnie Findlater seconded:

19/02 SCC resolutions 18/108 to 18/111 and 18/113 be adopted by Senate.

CARRIED

On review of resolution 18/112 and on further information provided, no other issues were raised.

Deb Jamison moved and Michelle Gervais seconded:

19/03 SCC resolution 18/112 be adopted by Senate.

CARRIED

7.4 Instructional Technologies Advisory Committee

Presented by: Majid Raja

Work is underway to schedule a meeting in order to elect a Chair for the Committee.



SENATE MEETING

Tuesday, January 8th, 2019 4:00 pm
Capilano University – Room LB 322

MINUTES

7.5 Budget Advisory Committee

Presented by: Marnie Findlater

The Committee met on December 17th, 2018 and were provided with the budget package that was presented to Executive. Some of the highlights of the documents included:

- Domestic numbers are declining across Canada; the new budget cycle is an opportunity to advance the University's priorities to increase the number of domestic students on campus.
- With the deferred revenue, the opportunities for projects that can be delivered in the next 12 months.
- There is a decrease in revenue from parking and the Bookstore which is more than offset by an increase in revenue from international tuition.
- 67% of expenditures are on salaries and benefits.
- Concern for this budget year is the employer health tax.

The next Committee meetings are scheduled for January 22 and February 19, 2019.

8. Other Reports

8.1 Chair of Senate

A report was not provided as the Chair was absent from the meeting.

8.2 Vice-Chair Senate

Majid Raja, Vice-Chair, reported that with the help of IT Services work is underway in exploring new methods for managing Senate business, facilitating Senate and subcommittee meetings and engagement of the University community in exchange of information, ideas and feedback related to governance.



SENATE MEETING

Tuesday, January 8th, 2019 4:00 pm
Capilano University – Room LB 322

MINUTES

8.3 VP Academic and Provost

Laureen Styles, VP Academic and Provost provided the following updates:

- A request was received to open up the credential policy and to put forward some revisions in a timely manner so that the policy is in place which supports degree development.
- New credential development continues in a positive way and progress is being made in terms of proposed degrees.
- The policy on research with human subjects has been reviewed and is with the Research Ethics Board.

8.4 Board Report

A report was not provided as the Board representative was absent. The next Board meeting is on Tuesday, January 22nd.

9. Discussion Items

There was a brief discussion on exploring ways to leverage technology for review of Senate documents.

10. Other Business

No other business was presented.

11. Information Items

Laureen Styles, VP Academic and Provost reported that the graduation of the Senate student representative, Dilnavaz Dhillon triggers a by-election for a new student Senator. The Registrar's Office is in the process of determining a timeline for the by-election, and the student Senator membership on subcommittees will be recirculated.

There being no further general business, the meeting moved in-camera at 5:00 pm.

Next Meeting: Tuesday, February 5th, 2019
