

# Capilano University

## SENATE MEETING

Tuesday, December 2, 2008 4:00 pm LB322

### MINUTES

**PRESENT:** Marion Haythorne (Vice-Chair), Nadine Bruce, Robert Campbell, Tony Cusanelli, Casey Dorin, Denis Dubord, Susan Hogan, Karin Jager, Dorothy Jantzen, Towser Jones, Reini Klein, Greg Lee, Rae Nickolichuk, Brendan O'Donnell, Trevor Page, Gordon Rudolph, Itidal Sadek, Nicolle Smith, Jackie Snodgrass, Shoshana Somerville, Sara Szloboda, Tammy Towill, Mary Lou Trinkwon, Catherine Vertesi, Haley Williams, Milton Williams, Recording Secretary: Mary Jukich

**REGRETS:** None.

**GUESTS:** Giselle Aiabens, Andrew Basford, Patrick Donahoe, Dwight Gardiner, Karen Hodson, Mervin Michaels, Keith Van

#### 1. APPROVAL OF AGENDA

Addition of Item #3a – Senate Student Election Tiebreaker  
Addition of Item 6a – Graduates from China Program

*Shoshana Somerville moved and Mary Lou Trinkwon seconded that:  
the amended Agenda be approved.*

**CARRIED**

#### 2. MINUTES

*Sue Hogan moved and Shoshana Somerville seconded that:  
the Minutes of the November 4, 2008 meeting be approved.*

**CARRIED**

#### 3. VICE-CHAIR'S REPORT

- The three newly elected student Senate members Nicolle Smith from Business Programs, Brendan O'Donnell from Motion Picture and Trevor Page from Global Stewardship Program were welcomed to the meeting.
- Senate was advised that there had been a three-way tie for the fourth student position on Senate. The three students that were tied were Keith Van, Alyssa Kostello and Grant Daisley.
- Haley Williams, the interim student representative at Senate was thanked for her contributions to Senate.
- Sara Szloboda, the new CSU representative, Dwight Gardiner, Instructor, Linguistics, and Board members Karin Hodson, Andrew Basford and Mervin Michaels and all the faculty members who attended the meeting

were welcomed and introduced to Senate.

- The Vice-Chair attended the convocation ceremony held on November 24<sup>th</sup> at the North Vancouver campus, as well as the Sechelt celebration on November 26<sup>th</sup>.
- The Vice-Chair noted that she will be meeting with counterparts from other newly designated universities to discuss university issues. She noted that correspondence had been received requesting that Capilano University remain part of the provincial CoEdCo group and this will be addressed at the next Senate meeting.

### 3a. SENATE STUDENT ELECTION TIEBREAKER

*Presented by: Itidal Sadek*

The Registrar noted that because there had been a three-way tie vote for the fourth vacant student seat at Senate, voting members of Senate were required to vote in order to break the tie. The Registrar distributed ballots to the voting members and once the votes had been cast, the Registrar collected the ballots. The Vice-Chair asked the Registrar to count the votes. The Registrar announced that Keith Van had been elected. The Vice-Chair invited Keith to sit at the table.

### 4. APPROVALS IN PRINCIPLE

Squamish Nation/CapilanoU Certificate in Language & Culture

*Schedule 4*

*Presented by: Dwight Gardiner*

Dwight presented the approval in principle for the Squamish Nation/CapilanoU Certificate in Language & Culture. This is a new 30 credit program that will be offered at Capilano and be funded by the Squamish Nation. This Program is designed to give current and future Squamish Language teachers training in the Squamish Language and to provide a range of courses that are relevant to Squamish culture.

*Jackie Snodgrass moved and Robert Campbell seconded that:*

**08/23** Squamish Nation/CapilanoU Certificate in Language & Culture be given approval in principle.

**CARRIED**

### 5. SCC RESOLUTIONS

*Schedule 5*

*Presented by: Jackie Snodgrass*

*Jackie Snodgrass moved and Tammy Towill seconded that:*

**08/24** SCC resolution 08/98 recommending final approval of the Indigenous Independent Digital Filmmaking Certificate be received and adopted by Senate.

**CARRIED**

*Jackie Snodgrass moved Catherine Vertesi seconded that:*

**08/25** SCC resolution 08/100 recommending final approval of the Bachelor of Legal Students (Paralegal) and the associated courses be received and adopted by Senate.

**CARRIED**

*Jackie Snodgrass moved and Tammy Towill seconded that:*

- 08/26** SCC resolutions 08/90, 08/91, 08/92, 08/93, 08/94, 08/95, 08/96, 08/97, 08/99 and 08/101 be received and adopted by Senate.

**CARRIED**

Senate was requested to approve the appointment of a representative from Tourism and Outdoor Recreation, as well as two students to fill the currently vacant seats at SCC.

*Jackie Snodgrass moved and Catherine Vertesi seconded that:*

- 08/27** Senate approve the appointment of Rorri McBlane, representative from Tourism and Outdoor Recreation and the two student representatives Aaron Bergner and Trevor Page to the Senate Curriculum Committee.

**CARRIED**

## **6. PLANNING COMMITTEE PROGRESS REPORT**

*Presented by: Jackie Snodgrass*

Jackie discussed the ongoing work being done by the Planning Committee. The committee continues to meet and is looking at policies and the new Senate By-laws. At an upcoming "all day planning session" on December 15<sup>th</sup>, the reorganization of the policies will be discussed, as well as the organization of reference memos and Board policies.

### **6a. GRADUATES**

*Presented by: Itidal Sadek*

The Registrar presented a list of students who have applied to graduate from the programs in China. It was noted that not all potential graduates have been evaluated for completion of credentials.

*Jackie Snodgrass moved and Nadine Bruce seconded that:*

- 08/28** Upon the verification by the Registrar's Office that all credential requirements have been met, the Chancellor and Senate of Capilano University approve the conferring of the credentials.

**CARRIED**

## **7. UNIVERSITY TRANSITION**

- (a) Sub-Committee Report

*Presented by: Tony Cusanelli*

Greg Lee assumed the Chair for discussion of this item.

Tony Cusanelli presented the "Capilano University Senate Ad-Hoc Committee on the Transition to University Report" to the Senate. It was noted that this report was similar to the report presented at the November 4<sup>th</sup>, 2008 meeting; however, some recommendations had been modified. Board recommendation #1 had been slightly modified while Board recommendation #2 remained unchanged. The Senate recommendation #1, #2 and #4 remain unchanged, Senate recommendation #3 had been modified due to the feedback that had been

obtained and Senate recommendation #5 was a new recommendation. John Wilson presented and discussed some recommendations that had been developed by the CFA. It was noted that the CFA recommendations had been looked at and taken into consideration by members of the Ad-Hoc Committee.

The Chair asked Senate to consider the suggested motion as presented on the Agenda. After discussion, the Chair decided to vote on each recommendation separately.

#### Board Recommendation 1

This Board recommendation was opened for discussion, questions and amendments.

*Nadine Bruce moved and Catherine Vertesi seconded:*

**08/29** That the structure of the faculties and their respective components (i.e., divisions, schools, etc.) illustrated in Appendix 2 be adopted as the new Senate model.

*Tammy Towill moved and Catherine Vertesi seconded that:*

The name of the Faculty of Business be changed to Faculty of Business and Professional Studies.

**DEFEATED**

*Gordon Rudolph moved and Catherine Vertesi seconded that:*

The name of the Faculty of Student Services and Development be changed to Faculty of Student Development and Academic Services.

**DEFEATED**

Keith Van moved to change Arts and Sciences to Liberal Arts and Sciences. As no one seconded this motion, the motion was unsuccessful.

The original motion 8/29 remained as is.

**CARRIED**  
1 Abstention  
Gordon Rudolph

#### Board Recommendation 2

This Board recommendation was opened for discussion, questions and amendments. A friendly amendment was requested to insert the words "will work to have the University Act amended" after the word "students".

*Robert Campbell moved and Jackie Snodgrass seconded:*

**08/30** That the President, with support from the administration, the faculty, the staff and the students will work to have the University Act amended so that a number of at large faculty members can be elected to the Senate in addition to the two faculty members for each faculty.

**CARRIED**

The recommendations passed by Senate will be forwarded to the Board in order to establish the proposed faculties.

Five senate recommendations were brought to the table for discussion and questions. These recommendations are internal motions that will take effect as Senate Policy.

### Senate Recommendation 1

This recommendation was opened for discussion, questions and amendments.

*Nadine Bruce moved and Catherine Vertesi seconded that:*

- 08/31** In keeping with the established culture of Capilano University, that the definition of faculty member (see Appendix 1) as it appears in the University Act (R.S.B.C. 1996, c. 468, consolidated by the Office of the University Counsel of UBC as of 30 September 2008) be extended to include lab supervisors, private music instructors, instructional associates, special positions and appointees, counsellors, and librarians

**CARRIED**

### Senate Recommendation 2

This recommendation was opened for discussion, questions and amendments.

The ad-hoc committee recommends that lab supervisors, private music instructors, instructional associates, special positions and appointees, counsellors, and librarians should be associated with a faculty as illustrated in the proposed structure for the Senate (see Appendix 2).

Senate members requested a minor amendment to the wording to read ". . . librarians should be associated with faculties as illustrated in the proposed . . .".

*Tammy Towill moved and Gordon Rudolph seconded that Senate recommendation 2 be approved with the minor amendment:*

- 08/32** That lab supervisors, private music instructors, instructional associates, special positions and appointees, counsellors, and librarians should be associated with faculties as illustrated in the proposed structure for the Senate (see Appendix 2).

**CARRIED**

### Senate Recommendation 3

This recommendation was opened for discussion, questions and amendments.

*Robert Campbell moved and Sue Hogan seconded that:*

- 08/33** To complement the Senate structure proposed in Appendix 2 non-voting members will be elected from the larger faculties, in addition to the two required voting members, so as to provide these faculties a more representative voice on the Senate. The total number of non-voting members and their distribution amongst the larger faculties will be determined according to the method described in Appendix 3. Note that the additional non-voting members would become voting members in the absence of voting members.

**CARRIED**  
**1 Opposed**  
**1 Abstention**

Senate Recommendation 4

This recommendation was opened for discussion, questions and amendments.

Prior to the end of the fall 2010 academic term, the Senate will evaluate whether the proposed model functions well as a governance body, and if necessary, will make the appropriate changes to the structure and composition of the Senate to ensure a better functioning Senate.

A friendly amendment was requested to change the word “will” to “shall” in both instances of the word. After further discussion, however, Senate members requested that the wording of this recommendation be maintained as proposed.

*Robert Campbell moved and Nadine Bruce seconded that the wording of Senate recommendation 4 be amended to:*

**08/34** At the two year anniversary of the new Senate, a formal evaluation procedure will be initiated and any appropriate recommendations will be forwarded to the Board in time to facilitate any changes that will have an impact on the electoral process.

**CARRIED**Senate Recommendation 5

This recommendation was opened for discussion, questions and amendments.

*Gordon Rudolph moved and Tammy Towill seconded that:*

**08/35** That the percentage of faculty to non-faculty members on the Senate Sub-Committees be at least 50%.

**CARRIED**  
1 Opposed  
1 Abstention

(b) Senate Election Process and Schedule  
*Presented by: Marion Haythorne*

Marion presented the proposed schedule and timeline for the Senate election process. The Faculty of Arts and Sciences and the Faculty of Fine and Applied Arts were requested to decide on a selection process for the non-voting member on Senate from their faculties. This member will be elected as non-voting, with speaking rights, but will be granted voting privileges if one of the other two faculty members from his/her Faculty is absent from the Senate meeting.

**Information item****NEW LOGO**

*Presented by: Catherine Vertesi*

Catherine presented the new Capilano University logo. The creation of the logo was a result of consultation with the Capilano community with over 20 groups participating from different parts of the institution. It was noted that there was overwhelming support to simply modify the existing Capilano logo. As a result, the new Capilano University logo was developed from the existing logo. There was support for the new logo as many people thought that it was unique, easily recognizable and did not include any words. The logo requires slight modification to the font but the design of the logo as presented will go to the Board on December 16<sup>th</sup>.

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There being no further business the meeting was adjourned at 6:00 p.m.

**Next Meeting: Tuesday, January 13, 2009.**