



SENATE MEETING

Tuesday, May 1, 2012 4:00 pm LB322

MINUTES

PRESENT: Kris Bulcroft (Chair), Marion Haythorne, Jean Bennett, Chris Bottrill, Parker Busswood, Robert Campbell, David Clarkson, Nicholas Collins, Cristina Delgado, Kelsey Didlick, Graham Fane, Darin Feist, Michael Fleming, Brandon Hofmarks, Reini Klein, Sonja Lebens, Grace Makarewicz, Karen McCredie, Paul McMillan, Grace McNab, Jennifer Moore, Saam Nasipour, Erin Robinson, Gordon Rudolph, Tim Schouls, Sandra Seekins, Jackie Snodgrass, Tammy Towill, Catherine Vertesi, Stephanie Wells, Recording Secretary: Mary Jukich

REGRETS: Susan Hogan, Karin Jager, Clay Little, Claire Queree, Peter Ufford, Milton Williams

GUESTS: Cindy Turner

Kris Bulcroft called the meeting to order at 4:00 p.m.

1. APPROVAL OF AGENDA

Item #11 – Graduates and Information Item #1 – Senate Self-Evaluation Committee were added to the agenda.

Jennifer Moore moved and Jean Bennett seconded that:
the amended Agenda be approved.

CARRIED

2. MINUTES

Grace McNab moved and Jackie Snodgrass seconded that:
the Minutes of the April 3, 2012 meeting be approved.

CARRIED

3. CHAIR AND VICE-CHAIR'S REPORTS

Chair's Report

Kris attended various events celebrating student achievements at Capilano University, and thanked everyone who had also participated in these events.

Kris attended several community events, and will be speaking at the Sunshine Coast Canadian Federation of University Women in Sechelt.

Senate was reminded of the upcoming lecture by Bill Gibson on Strategic Enrolment on Wednesday, May 9th from 9:30 – 11:30 in the North Shore Credit Union Theatre.

Vice-Chair's Report

Marion met and provided an orientation for the two new Senate student representatives, Jared Nash and Jenna Theny.

On completion of the Senate by-elections, an orientation will also be provided for newly elected members as well as any other Senate member who wish to attend.

4. APPROVALS IN PRINCIPLE

None

5. SENATE CURRICULUM COMMITTEE

Presented by: Jackie Snodgrass

(a) Resolutions

Jackie presented the resolutions brought forward from the April 20th Senate Curriculum Committee meeting.

Jackie Snodgrass moved and Parker Busswood seconded that:

12/20 SCC resolutions, 12/41, 12/42 and 12/43, be received and adopted by Senate.

CARRIED

(b) New Members on SCC

Jackie presented a list of proposed members who will commence a new term on the Senate Curriculum Committee on August 15th:

Brent Calvert	Media Arts
Kim Bothen	Visual & Performing Arts
Debbie Jamison	Applied Business Technology, Legal Studies, Communications
Susan Bell	Tourism and Outdoor Recreation Management
Maggie Reagh	Developmental Studies
Karin Hall	Library
Milton Williams	Student Services

Jackie Snodgrass moved and Graham Fane seconded that:

12/21 Brent Calvert, Kim Bothen, Debbie Jamison, Susan Bell, Maggie Reagh, Karin Hall and Milton Williams commence a new term on the Senate Curriculum Committee.

CARRIED

6. SENATE ACADEMIC PLANNING AND PROGRAM ASSESSMENT COMMITTEE

Presented by: Jackie Snodgrass

The Committee continues discussions and work on assessing assessment plans and reports. The Committee has set up two dates, May 7 and May 11,

for program areas who have completed reports to meet with the Committee. Two program areas from Tourism will be attending the Committee on May 7th and this session will be used as a trial run in determining whether any revisions to this process are required.

The Committee is also reviewing the performance measures previously used by the Budget Committee to determine whether these measures continue to provide meaningful data and the Committee will work on developing criteria to be used for program assessment.

7. SENATE NOMINATING COMMITTEE – VICE-CHAIR

Presented by: Reini Klein

As the Senate Vice-Chair position is required to be filled before the Fall 2012 scheduling is completed, and in order to accommodate the Senate by-election schedule, members reviewed proposed adjustments to the Senate Vice-Chair election process. The Vice-Chair of Senate will be elected at the June meeting.

A member required clarification on the issue of electronic voting of the Vice-Chair as proposed at the last Senate meeting. In this regard, Senate was informed that voting will not take place electronically, but instead voting, if required, will be held on the floor.

8. SENATE BUDGET ADVISORY COMMITTEE

Presented by: Tammy Towill

The Budget Committee reported it had met since the last Senate meeting. Based on the Committee's considerable discussions and review, the Committee was recommending that the budget documents be accepted and forwarded to the Board as presented.

Senate was informed that there were no major changes from the budget documents presented at the April Senate meeting. The Committee did not recommend adding any further FTE generating items from the non-recommended list, there were no significant changes from the non-instructional add-on list and only items rated as high were being funded. It was also acknowledged that the only program cut came out of Tourism and presented an opportunity to redefine the program.

Senate was advised that the budget process continues to be difficult and that it is anticipated that the same difficulties will arise for next year as the Ministry has indicated no funding. On going forward, the commitment for a transparent process will continue and work will begin soon on next year's budget.

It was suggested that the Senate Academic Planning and Assessment Committee also be involved in the budget process and this will be explored.

Tammy Towill moved and Reini Klein seconded that:

12/22 The Budget Committee recommends the budget be accepted as presented.

CARRIED
1 abstention
(David Clarkson)

A member expressed concern that more discussion was required with regard to the budget.

David Clarkson moved and Brandon Hofmarks seconded that:

Senate endorse in principle the draft 2012 budget as presented.

DEFEATED

9. SENATE BY-LAW, POLICY AND PROCEDURE COMMITTEE

Presented by: Robert Campbell

Senate was advised that the Committee met and reviewed the proposed Senate By-law amendment introduced by Michael Fleming, based on the assumption that the University moves to five Faculties.

The Committee supported the overall concept as suggested by the proposal; however, with regard to specific details of the proposal, the Committee did not favour the first bullet indicating that formal voting status rotate among the three members. The Committee did recommend the second bullet when a voting member is away, the non-voting member votes which is current practice and the Committee felt that the third bullet was not required as all non-voting members have speaking rights.

10. FACULTY STRUCTURE REVIEW

Presented by: Jackie Snodgrass

Senate was advised that a willingness to consider the possibility of Capilano University moving to five Faculties has been indicated. Work on determining appropriate names to capture Faculties continues, as well as discussions with program areas that may be affected. Counselors have provided feedback that they wish to remain as a group and discussions with the librarians are ongoing. In this regard, Senators were invited to provide comments and questions.

A member reported that the ESL Department requested to be considered as a School in the new Faculty.

Clarification was requested on a timeline for the possibility of implementing a new Faculty structure. As it is anticipated that discussions and review will continue for a further month, that Senate may consider the proposal at the June meeting.

To ensure that the campus community is well informed and are reviewing the most up to date proposal, it was suggested that a further draft of the proposed Faculty structure be distributed.

11. GRADUATES

Presented by: Karen McCredie

The Registrar presented a list of 1,543 students who had met the graduation criteria and program requirements to graduate in June 2012. Two student Senate representatives, Parker Busswood and Kelsey Didlick were included in the list. It is anticipated that some additional names of students will be brought to the June Senate meeting.

Karen McCredie moved and David Clarkson seconded that:

12/23 Upon verification by the Registrar's Office that all credential requirements have been met, the Chancellor and the Senate of Capilano University approve the conferring of the credentials.

CARRIED

INFORMATION ITEMS

Information Item #1 – Senate Self Evaluation Committee

The Senate Self Evaluation Committee was asked to convene.

There being no further business and on motion duly made and seconded, the meeting was adjourned at 5:15 p.m.

Next Meeting: Tuesday, June 5, 2012.
