



SENATE MEETING

Tuesday, May 7, 2013 4:00 pm LB322

MINUTES

PRESENT: Kris Bulcroft (Chair), Tammy Towill, Carol Aitken, Stephen Atkins, Brittany Barnes, Mark Battersby, Jean Bennett, Don Bentley, Chris Bottrill, Robert Campbell, David Clarkson, Graham Fane, Darin Feist, Brandon Hofmarks, Violet Jessen, Vineet Johnson, David Kirk, Reni Klein, Sonja Lebens, Nanci Lucas, Grace Makarewicz, Karen McCredie, Paul McMillan, Grace McNab, Jennifer Moore, Jared Nash, Erin Robinson, Sandra Seekins, Sharka Stuyt, Jenna Theny, Peter Ufford, Catherine Vertesi, Daniel Yasinski, Recording Secretary: Mary Jukich

REGRETS: Leighan Crowe, Caroline Depatie, Clay Little

GUESTS: Members of various areas and departments of the University.

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

1. APPROVAL OF AGENDA

Brandon Hofmarks moved and Karen McCredie seconded that:
the agenda be approved.

CARRIED

2. MINUTES

Jean Bennett moved and Brandon Hofmarks seconded that:
the minutes of the April 2, 2013 meeting be approved.

CARRIED

3. CHAIR AND VICE-CHAIR'S REPORTS

Chair's Report

In light of the agenda items, specifically the budget, the Chair did not present a report.

Vice-Chair's Report

The Vice-Chair, as well, did not present a report.

Speakers and members of the audience were reminded of the code of conduct when speaking.

Cindy Turner, Vice-President, Finance was introduced and welcomed to the meeting.

Sharka Stuyt and Vineet Johnson assumed voting rights in the absence of Leighan Crowe and Caroline Depatie respectively.

4. APPROVALS IN PRINCIPLE

None.

5. SENATE CURRICULUM COMMITTEE

Presented by: Robert Campbell

(a) Resolutions

Robert presented the resolutions brought forward from the April 19th, 2013 Senate Curriculum Committee meeting.

Robert Campbell moved and Jennifer Moore seconded that:

13/29 SCC resolution 13/51, final approval of the Local Government Leadership Development Certificate be received and adopted by Senate.

CARRIED

Robert Campbell moved and Jennifer Moore seconded that:

13/30 SCC resolution 13/54, final approval of the EAP to Business Administration Pathway Program, be received and adopted by Senate.

CARRIED

As a result of a typographical error, SCC resolution 12/55 should have, in fact, read "13/55".

Robert Campbell moved and Jean Bennett seconded that:

13/31 SCC resolution 13/55, final approval of the EAP to Early Childhood Care and Education Pathway Program, be received and adopted by Senate.

CARRIED

Robert Campbell moved and Grace Makarewicz seconded that:

13/32 SCC resolutions 13/52, 13/53 and 13/56 be received and adopted by Senate.

CARRIED

(b) Student Services Representative

Senate was informed that Jess Ross will be serving on the Senate Curriculum Committee as the new representative from Student Services.

Robert Campbell moved and Graham Fane seconded that:

13/33 Senate endorse Jeff Ross as the new Student Services representative on the Senate Curriculum Committee.

CARRIED

6. SENATE BY-LAW, POLICY AND PROCEDURE COMMITTEE*Presented by: Nanci Lucas***(a) Senate Instructional Technologies Advisory Committee Mandate and Structure**

Senate was presented with the new Senate Instructional Technologies Advisory Committee Mandate and Structure policy. This is a new Senate standing committee that will work in collaboration with the Teaching and Learning Centre. During the review, it was suggested to insert two commas, under Mandate, fourth bullet after the words "Services" and "Officer", with the sentence reading ". . . Services, via the Chief Information Officer, . . .".

Nanci Lucas moved and Robert Campbell seconded that:

13/34 The Senate Instructional Technologies Advisory Committee Mandate and Structure policy, as amended, be approved by Senate.

CARRIED**(b) Academic Standing (formerly Academic Performance, Good Academic Standing, Academic Probation and Required to Withdraw (RTW)) Policy**

Senate was requested to approve revisions to the Academic Standing Policy (formerly Academic Performance, Good Academic Standing, Academic Probation and Required to Withdraw (RTW)). Members were informed that the policy was revised to incorporate the concept of an academic alert which will be a warning for students who receive a Term GPA or a Cumulative GPA of less than 1.80 and before students are put onto Academic Probation. Academic Alert is listed on the student's permanent record but is not noted on the student's transcript.

Nanci Lucas moved and Karen McCredie seconded that:

13/35 The revisions to the Academic Standing Policy (formerly Academic Performance, Good Academic Standing, Academic Probation and Required to Withdraw (RTW)) be approved by Senate.

CARRIED**7. SENATE BUDGET ADVISORY COMMITTEE***Presented by: Reini Klein*

The Committee provided an update on the budget and budget process. Senate was reminded that in January a shortfall was already indicated and although details were requested, direction from the University was not provided on how to proceed with this potential shortfall. In March the shortfall was further reduced, however, subsequent cuts were then required to balance the budget. The Committee expressed concerns with their lack of direction, and timing, to enable them to be more prudent in the budget process.

The Committee presented their report to Senate, which indicated the following conclusions:

"The SBAC accepts the Executive recommendations to eliminate the budget shortfall, by suspending programs, eliminating non-revenue

generating add-ons and moving all non-essential one-time items out of the 2013-2014 budget. It is understood it is a short-term solution that does not address the full extent of the potential shortfall for future years.

The SBAC does not recommend the budget to Senate as it was unable to perform the appropriate due diligence based on a sufficiently finalized academic plan with clearly articulated criteria and an adequate amount of time. The SBAC is not in a position, due to the reasons stated above, to recommend any budget at this time.

A member suggested that, since the Committee was not able to perform due diligence, the recommendation from the Committee should become a motion. Consequently, the following motion was put on the floor.

Paul McMillan moved and Sandra Seekins seconded that:

13/36 Senate does not recommend the proposed budget to the board of governors.

CARRIED
14 yes
10 no
2 abstentions

Prior to voting on the motion, members discussed whether to carry out the vote by a show of hands, or by ballot. As a result of a tie vote, the Chair voted in favour of ballot.

Tammy Towill moved and Robert Campbell seconded:

13/37 Voting on the motion be by ballot.

CARRIED
12 yes
12 no
1 abstention

Paul McMillan moved and Sandra Seekins seconded that:

13/38 Nanci Lucas and Brittany Barnes serve as scrutinizers

CARRIED

Nanci Lucas moved and Robert Campbell seconded that:

13/39 Ballots be destroyed.

CARRIED

Senate was reminded that Senate's role is only to advise the Board, and that final decision on the budget is made by the Board.

Members of the audience, as well as Senators presented their concerns and comments with regard to the impact and ramifications of the proposed 2013-2014 budget, and this year's budget process.

A second motion was presented to Senate.

Senate recommends the board of governors not approve the proposed budget, and instead direct the university executive, in close consultation with faculty and other stakeholders, to provide a budget without program or section cuts.

On review and discussion of the motion, concern was expressed that the wording of the motion may not completely reflect the intent, and that the motion, as presented, may not be carried. A discussion arose on the implications of the motion and that the motion, as stated, may not be possible. As well, Senate was reminded that reduction notifications to the CFA would still have to be issued by May 15.

Grace McNab moved and Paul McMillan seconded:

13/40 To amend the motion by substitution as follows:

CARRIED
15 yes
10 no
2 abstentions

We recommend to the Board that it delays any decision on program and section cuts for one year in order to:

1. continue to engage government in a discussion on proper funding and
2. engage the University community in a fulsome discussion about its strategic directions and evolving academic plan
3. that the board re-examine balancing the budget for the coming year through other means available, such as using the unrestricted reserve funds

Robert Campbell moved and Jennifer Moore seconded:

13/41 To vote on the amended motion by ballot.

CARRIED
15 yes
6 no
1 abstention

Robert Campbell moved and Jennifer Moore seconded:

13/42 Brittany Barnes and Violet Jessen act as scrutinizers.

CARRIED

8. SENATE NOMINATING COMMITTEE – VICE-CHAIR

Presented by: Reini Klein

The Committee reported that a nomination for Tammy Towill to serve as Vice-Chair had been received. The Chair called three times asking for further nominations. On hearing none, Tammy Towill was elected by acclamation as Vice-Chair of Senate for a one-year term.

9. GRADUATES

Presented by: Karen McCredie

The Registrar presented a list of 1,307 students who had met the graduation criteria and program requirements to graduate in June 2013. Two student Senate representatives, Brittany Barnes and Jared Nash 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 Tammy Towill seconded that:

13/43 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

10. SENATE SELF-EVALUATION COMMITTEE

Presented by: Grace Makarewicz

The Committee reported that work is underway with regard to the Senate self-evaluation survey and it is anticipated that the survey will be distributed shortly to members.

INFORMATION ITEM

Information Item #1 – Student Elections

Presented by: Karen McCredie

Senate was informed that the Senate and Board student elections were complete with the following results:

Elected Students to the Senate – Devon Gregory
 Brandon Hofmarks
 Tiare Jung
 Natasha Prakash

Elected Students to the Board – Tiare Jung
 Natasha Prakash

At the adjournment of the meeting, Kris Bulcroft thanked the guests, Senators and members of the Executive for all their work with regard to the budget.

There being no further business and on motion duly made and seconded, the meeting was adjourned at 6:10p.m.

Next Meeting: Tuesday, June 4, 2013.