



SENATE MEETING

Tuesday, May 9th, 2017 4:00 pm
 Capilano University – Room LB 322

MINUTES

Present: Paul Dangerfield (Chair), Cyndi Banks, Don Bentley, Kim Bothen, Chris Bottrill, Brent Calvert, Julia Denholm, Caroline Depatie, Chris Doll, Rick Gale, Michelle Gervais, Deb Jamison, David Kirk, Erik Steel, Nanci Lucas, Grace Makarewicz, Brad Martin, Karen McCredie, Paul McMillan, Jennifer Moore, Jorge Ocegüera, Emma Russell, Sandra Seekins, Emily Solomon, Michael Thoma, Carleen Thomas, Halia Valladares, Stephanie Wells, Stephen Williams, Bacle Younan, Recorder: Mary Jukich

Regrets: Darin Feist, David Fung, Imroz Ali, Sharka Stuyt

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

1. Acknowledgement

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

2. Welcome

Chris Doll is replacing Carol Howorth as the Board representative on Senate.

Jorge Ocegüera assumed voting rights for the Faculty of Business in the absence of Sharka Stuyt.

As a result of a vacant seat, Kim Bothen assumed voting rights for the Faculty of Fine and Applied Arts.

3. Approval of the Agenda

Emily Solomon moved and Halia Valladares seconded:
 To adopt the agenda.

CARRIED

4. Approval of the Minutes

Two errors were noted:

- Item #6.1, first line, remove the word "style".
- Item #7.4, last paragraph, follow up action item with regard to SCC agendas.



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Michelle Gervais *moved and Deb Jamison seconded:*
To adopt the amended April 4th, 2017 minutes

CARRIED

5. Correspondence Received – None

6. Business Arising

6.1 Cap Core Ad Hoc Committee Update *Presented by: Paul McMillan*

Cap Core was adopted in November 2016 and an ad hoc committee established to work toward implementation of the Cap Core program by fall 2018. The mandate of the committee had three components; to recommend Cap Core learning outcomes to Senate, to recommend a timeline for implementation of the Cap Core curriculum to Senate and to consider possible exceptions to the Cap Core curriculum and recommend them to Senate. The committee met on a regular basis, and in fulfilling the first part of its mandate, developed the learning outcomes as attached in Schedule 6.1 of the Senate package, and provided the following recommendations.

On review, of the proposed learning outcomes, two revisions were requested for consistency throughout the document:

- Under Culture and Creative Expression, third bullet, replace the word “oneself”;
- Under Experiential, first bullet, replace the word “learner’s” with the word “their”.

Paul McMillan moved and Julia Denholm seconded:

17/45 Recommendation 1 – Senate approve the Cap Core learning outcomes developed by the Senate Cap Core Ad-Hoc committee, with the two revisions noted.

CARRIED

Paul McMillan moved and Michelle Gervais seconded:

Recommendation 2 – Senate direct the University to review and assess the success of the Cap Core program, including the Cap Core learning outcomes, within two years of implementation.



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On review of Recommendation 2, concern was expressed on whether the word “success” was required, and on discussion, it was suggested to strike the word out.

Nanci Lucas moved and Emily Solomon seconded:

17/46 Recommendation 2 – Senate direct the University to review and assess the Cap Core program, including the Cap Core learning outcomes, within two years of implementation.

CARRIED

Paul McMillan moved and Michelle Gervais seconded:

Recommendation 3 – Senate establish another ad-hoc committee to facilitate full implementation of the Cap Core program by fall 2018.

On review and discussion, it was suggested to revise the recommendation as follows:

Paul McMillan moved and Halia Valladares seconded:

17/47 Recommendation 3 – Senate establish another ad-hoc committee to facilitate and make recommendations on full implementation of the Cap Core program by fall 2018.

CARRIED

6.2 Senate Self-Evaluation Committee

Presented by: Grace Makarewicz

The Senate self-evaluation survey is now closed with approximately 24 responses received. Work is underway in reviewing and tabulating the responses, and a report will be brought to the June meeting.

6.3 Senate Nominating Committee

Presented by: Chris Bottrill

No nominations were received for Senate Vice-Chair and Chair of the Student Appeals Committee. Senators were encouraged to re-consider volunteering for the position of Vice-Chair, and were also reminded that the Chair of the Student



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Appeal Committee can be a non-Senator. A further call for nominations will be distributed and will close on Thursday, June 1st.

6.4 Consent Agenda

Presented by: Nanci Lucas

A meeting will be scheduled to explore the possibility of Senate moving towards, and implementing, a consent agenda.

7. New Business

7.1 Graduates

Presented by: Karen McCredie

The Registrar submitted a list of 1,034 graduates, verified by the Registrar's Office, to have met the graduation requirements of their program. It was noted that student Senator Michelle Gervais was among the graduates.

Karen McCredie moved and Stephanie Wells seconded:

17/48 Senate accept the students as graduates.

CARRIED

7.2 Senate Election

Presented by: Karen McCredie

The Registrar announced that a bi-election will be called for both the voting seat from Fine & Applied Arts, and the non-voting seat from Arts & Sciences. Voting will commence on June 1 and close on June 7.

8. Committee Reports

8.1 Academic Planning and Program Review Committee

Presented by: Paul McMillan

The Committee reviewed a Concept Paper for a Bachelor of Arts with a Major in Behavioural Science and provided feedback to the developer.



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8.2 By-law, Policy and Procedure Committee

Presented by: Caroline Depatie

The Committee continues work on policy review using SharePoint. Policies currently under review include Academic Integrity and Final Grade Appeal, and these will be brought to Senate once review is complete.

8.3 Curriculum Committee

Presented by: Deb Jamison

The resolutions brought forward from the April 21st, 2017 Senate Curriculum Committee meeting were presented to Senate for approval.

Deb Jamison moved and Halia Valladares seconded:

17/49 SCC resolutions 17/45 through 17/49 be approved.

CARRIED

8.4 Instructional Technologies Advisory Committee

Presented by: Don Bentley

Seven people from the University are attending the Open Textbook Summit 2017 which is taking place May 24 - 25 at SFU Downtown. Funding was made available by the VP Academic to cover the \$200 registration fee for three additional attendees. After the Summit, attendees are being asked to attend a SITAC meeting on Tuesday, May 30th to discuss Open Textbook ideas for the University.

9. Other Reports

9.1 Chair of Senate

Presented by: Paul Dangerfield

At the end of the month, there will be an executive joint planning session with the CFA/CSU and MoveUP for information sharing and on discussion on joint initiatives.

Paul Dangerfield and the Board Chair will be hosting the Chiefs in Council. This will be an opportunity for building relationships as the University moves forward with the Strategic Plan and to ensure that Capilano is aligned with the needs in the North Shore and Sea to Sky.



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As Grace Makarewicz is retiring, she was acknowledged and thanked for her contribution and work to both the Senate and University.

9.2 Vice Chair Senate

Presented by: Nanci Lucas

The Board recently passed the Sexual Violence and Misconduct Policy and the Procedures will be presented at SALT. Training has begun on campus for the various stakeholders as this policy is required to be made public by May 18th.

Emily Solomon was acknowledged for being in a recent article of the North Shore News, and thanked for all her work and contributions.

The new Student Code of Conduct Policy and Procedures are available on the website, and it was suggested that Senators familiarize themselves with the Policy and Procedures.

Senators were encouraged to volunteer to serve as the Vice-Chair of Senate, and to contact Nanci Lucas for if further information was required pertaining to the role.

9.3 VP Academic and Provost

Presented by: Rick Gale

There will be a forum for the campus community on May 17th, 12:00 noon in BR 126 on the new credential map. This will be an opportunity for questions and discussion on the development of the credential map, and the new Manager of Academic Initiatives will be in attendance for questions on the process.

Debbie Schacter was hired as the new Librarian and will start on August 1st.

Melanie Schumacher was hired as the Executive Assistant to the VP Academic and Provost.



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9.4 Board Report

Presented by: Christopher Doll

At the Board meeting on April 18th the Board approved the Certificate in Applied Science – Engineering; and the Rehabilitation Therapy Support Skills Certificate Program, as well as the Sexual Violence and Misconduct Policy and the Student Code of Conduct Policy.

The Board will not meet in May, and the next meeting will be in June.

10. Discussion Items

No discussion items were presented.

11. Other Business

A request was received for exceptional approval of curriculum and Senators were requested to volunteer to serve on the ad hoc committee. A response to the request is required prior to the June 13 Board meeting.

12. Information Items

Members were reminded that the June meeting is scheduled for Wednesday, June 7th, 4:00 – 6:00 pm.

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

Next Meeting: Wednesday, June 7th, 2017
