



SENATE REGULAR MEETING

Tuesday, May 10, 2022 4:00 – 6:00 pm
Capilano University – Library Room 322

AGENDA

Acknowledgement

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

1. **Welcome**
2. **Approval of the Agenda - Decision** Senate Members
3. **Approval of the April 5, 2022 Minutes – Decision** Senate Members
Schedule 3
4. **Correspondence Received**
5. **Business Arising**
 - 5.1 Senate Self-Evaluation Committee – *Information* Robert Thomson
 - 5.2 Vice Chair Nominating Committee – *Information* Brad Martin
 - 5.3 QAPA Assessors Report and Response – *Information* Laureen Styles
[Four Documents – Posted to MS Teams](#) Aurelea Mahood
6. **New Business**
 - 6.1 Course Discontinuances – Advice from Senate to the Board of Governors – *Decision* Laureen Styles
Schedule 6.1
 - 6.2 Graduates – *Decision* Kyle Vuorinen
7. **Committee Reports**
 - 7.1 Academic Planning and Program Review Committee – *Information* Sue Dritmanis
 - 7.2 Bylaw, Policy and Procedure Committee – *Information* Corey Muench
 - 7.3 Curriculum Committee – *Decision* Deb Jamison
7.3.1 Resolution Memo Schedule 7.3.1
[April 22 Agenda Package](#) / [April 22 Draft Minutes](#)



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| 7.4 Teaching and Learning Committee – <i>Information</i> | Diana Twiss |
| 7.5 Budget Advisory Committee – <i>Information</i> | Michael Thoma |
| 8. Other Reports | |
| 8.1 Chair of Senate - <i>Information</i> | Paul Dangerfield |
| 8.2 Vice Chair of Senate – <i>Information</i> | Stephen Williams |
| 8.3 VP Academic and Provost – <i>Information</i> | Laureen Styles |
| 8.4 Board Report – <i>Information</i> | Sonny Wong |
| 8.5 Elder Report - <i>Information</i> | Elder Latash |
| 9. Discussion Items | |
| 10. Other Business | |
| 11. Information Items | |



SENATE MEETING

Tuesday, April 5, 2022 4:00 pm
 Capilano University, Library Building, Room LB 322

MINUTES

Present: Stephen Williams (Vice Chair), Deanna Baxter, Oscar Blue, John Brouwer, Pardis Daneshyar, Sue Dritmanis, Iana Dokuchaeva, Lara Duke, Brian Ganter, Christy Goerzen, Kyle Guay, Deb Jamison, Khwaish Kochhar, Pouyan Mahboubi, Anthea Mallinson, Brad Martin, Zabir Montazar, Corey Muench, Essya Nabbali, Christina Neigel, Ramin Shadmehr, Anmol Singla, Laureen Styles, Michael Thoma, Robert Thomson, Diana Twiss, Kyle Vuorinen, Stephanie Wells, Recorder: Mary Jukich

Regrets: Paul Dangerfield, Miranda Huron, Elder Latash, Maia Lomelino, Lesley Nelson, Dennis Silvestrone, Sonny Wong

Guests: Eduardo Azmitia

Acknowledgement

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

1. Welcome

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

As this was Stephanie Wells' last Senate meeting, she was acknowledged for her work and contributions to Senate.

2. Approval of the Agenda

*Diana Twiss moved and Pardis Daneshyar seconded:
 To adopt the agenda.*

CARRIED

3. Approval of the Minutes

*Kyle Guay moved and Lara Duke seconded:
 To adopt the March 1, 2022 minutes.*

CARRIED

4. Correspondence Received

No correspondence was received.



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5. Business Arising

5.1 Senate Self-Evaluation Committee

Presented by: Robert Thomson

Senate was informed that to date, only 25 survey responses were received, and a further reminder and link to the survey will be distributed.

6. New Business

6.1 Student Election Results

Presented by: Kyle Vuorinen

The Senate student elections recently closed, and the following students were acclaimed to Senate for a one-year term, August 1, 2022 to July 31, 2023:

- Jason Tam
- Maggie Bowles
- Khwaish Kochhar
- Maia Sanchetta Lomelino

6.2 Vice-Chair Nominating Committee

Presented by: Stephen Williams

The Vice-Chair Nominating Committee was requested to convene and assist in the process of identifying potential Senate Vice Chair candidates and to bring the names forward to Senate.

7. Committee Reports

7.1 Academic Planning and Program Review Committee

Presented by: Sue Dritmanis

The Committee met on March 8 and reviewed the one-year progress report on the action plan for Outdoor Recreation and Tourism.

7.2 Bylaw, Policy and Procedure Committee

Presented by: Corey Muench



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The Committee met on March 22 and discussed the process for determining Senate meeting dates, and work is underway in gathering additional background information.

7.3 Curriculum Committee

Presented by: Deb Jamison

7.3.1 Resolution Memorandum

The resolutions brought forward from the March 25, 2022 Senate Curriculum Committee meeting were presented to Senate for approval.

Deb Jamison moved and Diana Twiss seconded:

22/15 Senate approve SCC Resolutions 22/18 to 22/35.

CARRIED

7.3.1 SCC Membership

A list of new and returning members commencing a new two year term, starting August 2022, on the Senate Curriculum Committee was presented for approval.

Deb Jamison moved and Kyle Guay seconded:

22/16 Senate endorse the following new and returning members of the Curriculum Committee for a two year term, August 1, 2022 to July 31, 2024:

CARRIED

Dominique Walker – Performing Arts
 Deb Jamison – Business, Legal Studies, Communications
 Mohna Baichoo – Tourism and Outdoor Recreation Management
 Rachel Yu – Education, Health & Human Development
 Caroline Soo – Global Stewardship, Public Administration &
 Kinesiology
 Jocelyn Hallman – Library
 Adam Vincent – Student Services

7.4 Teaching and Learning Committee

Presented by: Diana Twiss



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MINUTES

The Committee met on March 15 and received reports from Creative Activity, Research and Scholarship and Indigenous Education and Affairs. The Research Office reported on the student research symposium and the Research Ethics Board. The Indigenous Education and Affairs reported that the final draft of the Indigenous Plan is complete, and the next steps include meeting with the Elders and developing an engagement strategy. In addition, preliminary discussions are underway with the Tsleil-Waututh Nation around water based education programming, as well as other Nations who are also looking at land based learning.

At the Committee meeting, there was a discussion around the transition of remote delivery and the possibility of continuing to offer some form of online delivery to students who cannot attend class.

In terms of the Academic Plan, the Committee also discussed the action to review cap core and alignment with the Academic Plan and members considered the responsibility of cap core and who reviews the framework.

7.5 Budget Advisory Committee

Presented by: Michael Thoma

The Committee has not met since the last Senate meeting, and is scheduled to meet on May 19th.

8. Other Reports

8.1 Senate Chair

As Paul Dangerfield was absent, a report was not provided.

8.2 Senate Vice-Chair

Stephen Williams, Vice-Chair, encouraged Senators to consider putting their names forward to serve as the next Senate Vice-Chair.

8.3 VP Academic and Provost



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Lauren Styles provided the Vice President Academic and Provost report, including the following highlights:

- The university response to the external review associated with QAPA will be part of the next SAPPRC agenda, and anticipated to be completed and submitted by the end of April.
- Application for exempt status (undergraduate) is also under development with an anticipated submission date in later summer.
- With new program development, the minor in Sociology will be undergoing external review without a site visit, which is another option that DQAB has as part of their processes.
- The recently announced (Province of BC) Declaration Act Action Plan has a number of actions connected with the Ministry of Advanced Education and Skills Training (AEST) that will be reviewed at an upcoming Academic Leadership Council meeting for additional considerations that may be required at the university. Several of the identified actions are already being moved forward through various steps with AEST leadership and collaborative activity, for example, the draft Indigenous Post-Secondary Education Framework.
- A digital learning framework is also under development through AEST, and there has been opportunity for vice president academics & provosts to provide perspectives and input on the emerging framework, with an anticipated completion of late summer/early Fall.
- As part of Illuminating 2030, there will also be work undertaken over the next months (into the Fall) to develop an online learning framework (to be renamed – digital learning), with anticipated engagement of the Senate Teaching and Learning Committee and perhaps Senate Curriculum Committee (as applicable given the committee terms of reference).

8.4 Board Report

As Sonny Wong was absent, a Board report was not provided.

8.5 Elder Report



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MINUTES

As Elder Latash was absent, the Elder report was not provided.

9. Discussion Items

Senators were reminded that the Alumni Awards of Excellence will be held on Thursday, April 7th.

10. Other Business

No other business was presented.

11. Information Items

No information items were presented.

The meeting was adjourned at 5:03 pm.

Next Meeting: Tuesday, May 10, 2022

DRAFT

SENATE REPORT

To: Senate
From: Laureen Styles, VPA and Provost
Re: Request for course discontinuances – Advice from Senate to the Board of Governors
Date: May 3, 2022

BACKGROUND

As part of regular curriculum review at program or departmental levels, and in conjunction with a newly instituted review in the Registrar’s Office of courses that provide course data on the last time a course was offered, two Faculties are bringing forward requests to discontinue courses. Rationale is provided for each course that is recommended to be discontinued, and consultation has occurred through either a program chair and/or department (as appropriate), and the Registrar’s Office.

Faculty of Global and Community Studies

In consultation with Stephanie Wells, Chair Schools of Tourism Management and Outdoor Recreation Management the courses presented have been part of existing programs and are now replaced, renamed, or renumbered and thus are proposed to be discontinued.

Subject Code	Course Number	Long Course Title	Rationale
REC	107	Interpreting the Outdoor Environment	Course renamed/renumbered
REC	110	Fundamentals of Recreation in the Outdoor Environment	Was offered as a four credit course and was not effective; removed from the curriculum
REC	149	Computer Applications in Outdoor Recreation	Equivalent to TOUR 149, which is active and therefore redundant.
REC	151	The Outdoor Recreation Environment	Course renamed/renumbered
REC	157	Wilderness Skills	Course renamed/renumbered
REC	169	Interpreting Natural and Cultural Landscapes	Course renamed/renumbered
REC	175	Guiding and Teaching for Mountain Biking	Course renamed/renumbered
REC	245	Organizational Leadership for Outdoor Recreation Programs	Course renumbered and renamed with learning outcomes placed into other courses
REC	255	Outdoor Recreation Practicum	Students now complete a co-op course, replacing this one

SATO	205	Study Abroad/Student Exchange (Tourism/OREC)	Renumbered with SATO, 201-204
SATO	206	Study Abroad/Student Exchange (Tourism/OREC)	Renumbered with SATO, 201-204
SATO	305	Study Abroad/Student Exchange (Tourism/OREC)	Renumbered with SATO, 301-304
TOUR	120	Adventure and Eco-Tourism	Course replaced/renumbered
TOUR	134	Promotions Management for Tourism and Hospitality	Course replaced/renumbered
TOUR	135	Hospitality Operations	Course replaced/renumbered
TOUR	137	Hospitality Operations & Food & Beverage Management in Destination Resort Environments	Course replaced/renumbered
TOUR	202	Strategic Marketing Management - Case Study Approach	Course replaced/renumbered
TOUR	212	Sales and Promotions Management for Tourism	Course was renumbered
TOUR	249	Advanced Computer Applications in Tourism	A course in Tourism Management that is no longer part of program profile
TOUR	301	Business Law in Tourism	Course renamed/renumbered
TOUR	343	Cultural Tourism Management	Course renamed/renumbered
TOUR	350	Quantitative Methods for Tourism Management	Course replaced/renumbered
TOUR	422	People Management - Human Relations in Tourism	Course renumbered (471) and renamed
TOUR	424	Entrepreneurship in Tourism	Course replaced/renumbered

Faculty of Arts and Science

The English department has planned to discontinue the above courses (and, de facto, has done so) since conducting a major overhaul of our course list in 2018. The range of topics covered by the delisted course are still represented in the department but have been reframed in new courses that better match the proposed Degree, the Faculty of Arts and Sciences' new academic model, and broader changes in the discipline of literary study. There are a number of English courses that have not been offered for many years, and still exist on the website as course options. In order to ensure that course offerings are current, the department undertook consultation with the Curriculum Advisor and Registrar to validate that the proposed courses for discontinuance are not part of other programs. If such a situation does arise, the department will work with the Registrar to identify a suitable substitution, if necessary.

Subject Code	Course number	Long Course Title	Rationale
ENGL	301	Studies in Rhetoric	Represented through ENGL 300
ENGL	302	Studies in British Columbia Literature	Represented through ENGL 305
ENGL	326	Traditions in Poetry	Represented through ENGL 323,

			ENGL 363 and ENGL 365
ENGL	341	Literature and Visual Culture	Represented through ENGL 338
ENGL	308	Studies in British Literature	These courses have been simplified into three new course: ENGL 352, ENGL 353 and ENGL 354
ENGL	311	Studies in American Literature	
ENGL	314	Studies in National Literatures	
ENGL	317	Traditions in Western Literature	
ENGL	356	Special Topics in American Literature, 1620-1865	
ENGL	410	Special Topics in American Literature, 1865-1970 Topics in Twentieth-Century Literature	

In consultation with the geography department by email March 24, 2022, there was agreement the geography courses listed below be discontinued.

In consultation with the political science department in a meeting held March 17, 2022, POL 208 has not been taught in several years and is not intended to be offered in the future.

In consultation with the history department on March 8, 2022 the below courses have either been renamed or discontinued as part of a discontinued program.

Subject Code	Course Number	Long Course Title	Rationale
GEOG	102	Environmental Geography: Global Concerns	Replaced by GEOG 222
GEOG	107	Geography of North America	Course was developed and offered as a one time delivery for an international group of business students from France
POL	208	Aboriginal Politics in Canada	Replace with POL 308
HIST	230	World History Since 1500	Course required for discontinued program Global Stewardship
HIST	249	Twentieth Century Europe	Replaced by HIST 130 and HIST 131
HIST	340	History of Genocide	This course has not been offered since developed in 2016

Policy Regarding Course/Program Discontinuance:

The recommendations, for both Faculties and all courses listed, are put forward and aligned with the Board Policy [B.104: Discontinuance of Programs or Courses](#) and the related Senate policy [S2013-02: Teaching Out Suspended or Discontinued Programs](#). As per Section 2 of policy B. 104, the Board may approve discontinuance of any course or program after seeking the advice of the Senate.

Board of Governor's Review:

At the meeting of the Board of Governors on April 27, 2022 the above was considered and the following motion approved:

THAT the Board of Governors refer the recommendation of course discontinuances for the Faculties of Global and Community Studies and Arts and Sciences to the Senate for advice.

RECOMMENDED MOTION:

THAT Senate advise the Board of Governors that the above listed courses be discontinued.



SENATE CURRICULUM COMMITTEE RESOLUTION MEMO

DATE: April 25, 2022
TO: Paul Dangerfield, Chair, Senate
FROM: Deb Jamison, Chair, Senate Curriculum Committee

The following motions were carried by the Senate Curriculum Committee at its meeting on April 22, 2022:

- 22/36** The new course, ENGL 220 – Research Voices: Clarity and Style for the Academic Writer, be recommended to Senate for approval.
- 22/37** The new course, POL 335 – The Politics of Identity, as well as Cap Core designation under the heading *Self and Society*, be recommended to Senate for approval.
- 22/38** Cap Core designation to KINE 302 – Data Analysis under the heading *Numeracy* and the pre-requisite revisions to KINE 396 – Career and Professional Preparation and KINE 397 – BKIN Field Studies I be recommended to Senate for approval.
- 22/39** The revisions to the contact hours for EDUC 173 – Curriculum Development I be recommended to Senate for approval.
- 22/40** The pre-requisite revisions to BIOL 312 – Human Physiology I and BIOL 313 – Human Physiology II be recommended to Senate for approval.
- 22/41** The new courses APSC 111 – Computer Aided Design-Solid Works, APSC 112 – Rapid Prototyping Technology, and APSC 113 – Engineering Management Rapid Prototyping Technology, as well as Science designation and Quantitative/Analytical designation, be recommended to Senate for approval.
- 22/42** The revisions to the Engineering Certificate Program Profile and the Engineering Transition Diploma Program Profile be recommended to Senate for approval.
- 22/43** The pre-requisite revisions to:
- EDUC 190 – Observing & Recording: Thinking with the E.L.F.
 - EDUC 281 – Family, School and Community
 - EDUC 475 – Graduating Seminar
 - EDUC 476 – Atelierista Studies: Studio Research in ECCE
 - EDUC 477 – Atelierista Studies: Young Children and the Arts
- be recommended to Senate for approval.



**SENATE CURRICULUM COMMITTEE
RESOLUTION MEMO**

Deb Jamison

Deb Jamison, Chair
Senate Curriculum Committee

Paul Dangerfield
Chair, Senate

Date: APRIL 25, 2022

Date: