



SENATE MEETING

Tuesday, January 12, 2010 4:00 pm LB322

MINUTES

PRESENT: Greg Lee (Chair), Marion Haythorne, Jean Bennett, Kim Bothen, Chris Bottrill, John Boylan, Robert Campbell, Nicholas Collins, Kevin Cripps, Herbert Cruz, Patrick Donahoe, Graham Fane, Michael Fleming, Bahiyyih Galloway, Mary Giovannetti, Karen Hodson, Susan Hogan, Karin Jager, Reini Klein, Paul McMillan, George Modenesi, Jennifer Moore, Trevor Page, Gordon Rudolph, Itidal Sadek, Tim Schouls, Sandra Seekins, Nicolle Smith, Jackie Snodgrass, Ghazal Tohidi, Peter Ufford, Milton Williams, Recording Secretary: Mary Jukich

REGRETS: Darin Feist, Noah Fine, Jen Moses, Tammy Towill, Catherine Vertesi

GUESTS: Jessica Thoms

Greg Lee called the meeting to order and wished Senate members a Happy New Year. Welcomed to the meeting were Jessica Thoms, Director of Development & Alumni Relations and Mary Giovannetti, Acting Dean, Tourism and Outdoor Recreation.

1. APPROVAL OF AGENDA

The item "Graduates" was added to the Agenda as item #10.

Item #7 should have read "Honorary Degree Nominations" instead of "Call for Honorary Degrees".

*Patrick Donahoe moved and Nicolle Smith seconded that:
the amended Agenda be approved.*

CARRIED

2. MINUTES

*Susan Hogan moved and Jennifer Moore seconded that:
the Minutes of the December 1, 2009 meeting be approved.*

CARRIED

3. CHAIR AND VICE-CHAIR'S REPORTS

Greg Lee announced that Capilano University had received the draft Government Letter of Expectations which did not indicate anything unusual. Greg will present the final version of the letter to Senate once it is received from the government. As well, Greg suggested that there would be significant budget pressures on the University this year.

Marion Haythorne reported that Tammy Towill had assumed the role of Chair of the Budget Committee, replacing Marion, who had served for the past six years.

Marion attended a one-day CoEdCo meeting where Capilano University was asked to maintain its membership. Marion noted that other members in this organization were facing similar issues as Capilano.

4. APPROVALS IN PRINCIPLE

None.

5. SENATE CURRICULUM COMMITTEE

Presented by: Jackie Snodgrass

(a) Resolutions

Jackie Snodgrass moved and Milt Williams seconded that:

- 10/01** SCC resolutions 09/85 through 09/91 be received and adopted by Senate.

CARRIED

Subsequent to approval of resolutions 09/85 through 09/91, the remaining resolutions were individually discussed.

Resolution 09/92 – The membership terms for Senate Curriculum Committee members be approved.

In order to allow scheduling of faculty, and completion of the scheduling constraint forms in a timely manner, membership start and end dates for members of SCC were revised to August 15th. Departments will be requested to identify representatives early in the semester and approval of the representatives will take place at the March Senate meeting.

Jackie Snodgrass moved and Robert Campbell seconded that:

- 10/02** The dates be incorporated into the terms of reference for the Senate Curriculum Committee.

CARRIED

Resolution 09/93 – The recommendation for the proposed course and program approval deadline for implementation in following year be taken to Senate.

Capilano University is moving towards having its calendar available and published at a consistent date each year, containing full and complete program information. A recommendation was put forward to implement a course and program approval deadline that would ensure that any changes to fall courses/programs would need to be approved at the March SCC meeting and subsequently approved at the April Senate meeting. This would allow the calendar to be published with complete program information available to students.

Jackie Snodgrass moved and Trevor Page seconded that:

- 10/03** All changes to courses and programs to be implemented in the following academic year beginning in the 2011/2012 year be submitted by the March SCC meeting for approval at the April Senate meeting.

CARRIED

Resolution 09/94 – The schedule on course level and course numbering be recommended for approval to the Senate.

In order to maintain an institution wide course numbering system in programs, a sub-committee was formed to put in place a statement to distinguish between lower and higher level courses, DQAB, course articulation, etc., and to develop a course level and numbering schedule. The schedule was presented to Senate and a motion for approval was put on the table. However, members of Senate expressed their concern of the impact of this initiative and a vote indicated that Senate would prefer to take this schedule back to the faculties for their review.

6. FACULTY GOVERNANCE

(a) Faculty of Student Services & Development Terms of Reference

Presented by: Patrick Donahoe

Patrick Donahoe presented the Faculty of Student Services & Development Terms of Reference for approval by Senate. On review of the document, there was a discussion regarding the use of the words “de facto Dean” and having the Vice-President named as dean.

Also, the vice-president’s title should have read “Student & Institutional Support” instead of “Faculty of Student Services & Development”. Correcting this error was agreed as a friendly amendment.

Patrick will take the document back to the Faculty in April to determine whether the wording requires further revisions and return with their recommendation about changing the wording of the Terms of Reference.

Patrick Donahoe moved and Jackie Snodgrass seconded that:

10/04 The Faculty of Student Services & Development Terms of Reference attached as Schedule 6(a) be approved, with correction of the title of the vice-president.

CARRIED

7. HONORARY DEGREE NOMINATION

Presented by: Greg Lee

Greg announced that recommendations for honorary degrees are now open and the criteria for nominees will be posted on the University website. These honorary degrees will be presented at the June convocation.

8. ALUMNI AWARDS OF EXCELLENCE COMMITTEE

Presented by: Jessica Thoms

Jessica requested Senate establish a selection committee for the Alumni Awards of Excellence. This committee will review nominations for recipients of the President’s Service Award and the Outstanding Teacher Award. Although not a requirement, it was recommended that members of the committee be Senate members. The members of the committee are:

Tim Schouls – Faculty Member
John Boylan – Staff Member
Ghazal Tohidi – Student

9. INTERNATIONAL ACADEMIC ACTIVITIES

As the presenter of this item was absent due to illness, the item was deferred to the next Senate meeting.

10 GRADUATES

Presented by: Itidal Sadek

The Registrar presented three names of students from the Harbin Partnership who had neglected to submit their request for graduation assessment for the November convocation. The Registrar requested that the names of the three students be added to the previous list of students that was presented at the November Senate meeting.

Itidal Sadek moved and Jean Bennett seconded that:

10/05 The names of the further three students from Harbin be included in the list of potential graduates which was presented by the Registrar at the November Senate meeting.

CARRIED**11. OTHER BUSINESS**

None.

INFORMATION ITEMS

- Student Election Dates

Presented by: Itidal Sadek

The Registrar announced that students had been notified by email of the upcoming student elections, and that the student election timeline had been posted on the University website.

There being no further business and on motion duly made and seconded, the meeting was adjourned at 5:00 p.m.

Next Meeting: Tuesday, February 2, 2010.