



SENATE MEETING
 Tuesday, October 6, 2015 4:00 pm
 Capilano University – LB322

MINUTES

Present: Kris Bulcroft (Chair), Nanci Lucas (Vice-Chair), Jean Bennett, Don Bentley, Chris Bottrill, Brent Calvert, Leighan Crowe, Julia Denholm, Sacha Fabry, Darin Feist, Rick Gale, Benjamin Glassen, Rhita Hassar, Reini Klein, Sylvia Kind, David Kirk, Brent Leigh, Grace Makarewicz, Karen McCredie, Kim McLeod, Paul McMillan, Grace McNab, Jennifer Moore, Natahsha Prakash, Emma Russell, Sandra Seekins, Michael Thoma, Zachary Thompson, Cheryl Webb, Stephanie Wells, Daniel Yasinski, Bacel Younan, Recording Secretary: Mary Jukich

Regrets: Carol Aitken, Sharka Stuyt

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

1. Approval of Agenda

Item 11.1 – 2016 – 2017 Academic Schedule was removed from the agenda.

Kim McLeod moved and Julia Denholm seconded:
The amended agenda be approved

CARRIED

2. Minutes

Kim McLeod moved and David Kirk seconded:
The September 8, 2015 minutes be approved

CARRIED

3. Chair and Vice-Chair's Reports

Chair's Report

The Foundation and Development Office held an event to launch their Fall campaign for contributions towards bursaries and scholarships. Senators were invited to consider contributing to the campaign.

Kris thanked everyone involved in a successful and well-attended Truth & Reconciliation event.

Representatives from the North West Commission on Colleges and Universities (NWCCU) will be on campus on Wednesday, October 7th. A report will be brought back to Senate.

Vice-Chair's Report

A meeting of the Senate subcommittee Chairs is scheduled for Tuesday, October 20th.

A call for Honorary Degree, Administrator Emeritus and Faculty Emeritus candidates is posted on the website. Nominations are open until February 7th, 2016 and should be forwarded to the Nominating Committee.



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Grace McNab volunteered to serve on one of the remaining faculty vacancies on the Senate Budget Advisory Committee.

A meeting of the Senate Instructional Technologies Advisory Committee will be scheduled shortly.

In the absence of Carol Aitken, Grace McNab assumed voting rights for the Faculty of Fine and Applied Arts.

4. Correspondence

4.1 Alumni Association Letter – Endorsement for the addition of voting alumni members to the President Search Committee

The correspondence was received as presented.

5. Business Arising

5.1 Senate Representative to the Capilano University Alumni Association Board

Senators were reminded that a Senate representative is required to serve on the Capilano University Alumni Association Board for a three year term.

6. New Business

6.1 2015 – 2016 Academic Schedule – Change to Convocation Date

Presented by: Karen McCredie

Senate was requested to approve June 7th as an additional date for the Spring Convocation to accommodate additional convocation ceremonies from the Faculty of Business and Professional Studies

Natahsha Prakash moved and Rhita Hassar seconded:

15/72 June 7th be added as an additional day for the Spring Convocation.

CARRIED

6.2 Presidential Search Process

Kris Bulcroft was excused from the discussion, and Nanci Lucas assumed the role of Chair.

Senate was requested to review and consider the proposed revisions to the Presidential Search Process. The revisions will offer a higher level of confidentiality for potential candidates to engage in the application process and not compromise their current professional status. As well, the revisions will provide an opportunity for a wider pool of candidates and ensuring the



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University is able to recruit the best candidate.

During the discussion, concern was raised with regard to the lack of Alumni representation on the search committee. It was noted that the addition of a further member would trigger an increase in other constituent groups thereby increasing the size of the committee. In order not to delay the current search process, it was suggested that for the next Presidential Search, the Board consider Alumni Association involvement in the search process.

Jean Bennett moved and Daniel Yasinski seconded:

15/73 The Presidential Search Process as presented in the October 7th Senate Package be endorsed by Senate.

CARRIED
20 yes
0 opposed
2
abstentions

Benjamin Glassen moved and Rhita Hassar seconded:

15/74 For the next Presidential Search Process, Senate recommends the Board considers adding Alumni Association representation in step 1, bullet #2 of the Process.

CARRIED
1 abstention

7. Standing Items

7.1 Academic Initiatives

Presented by: Rick Gale

Academic Updates

- Acting Dean of Education, Health and Human Development search to begin shortly, internal only
- Manager of Career Services – Nancy Tran
- Manager of Student Affairs and Services – Still in process
- Formation of the Ad-Hoc Committee on University Wellness
 - Charged with doing internal and external background work
 - Best practices and peer initiatives
 - First step towards a University Wellness Plan
 - Student, staff, faculty, administration, and co-curricular membership
- NWCCU Site Visit Wednesday and Thursday
 - Formative visit to support progress toward mission fulfillment in year seven
 - Meetings focused on performance measures, outcomes, strategic planning
 - Review of assessment processes and products, academic and



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- non-academic
- o Final presentation on Thursday @ 10:00 am in LB322
- o Open invitation going out on Frontlines

8. Other Business

Senators were informed that Julia Denholm, Dean of Arts and Sciences, will be taking over responsibility for the Sunshine Coast campus effective December 15, 2015.

9. Committee Reports

9.1 Academic Planning and Program Assessment Committee

Presented by: Kim McLeod

The Committee met on September 15th and reviewed assessment report feedback, focusing on the issues encountered by the reports. At the next meeting, the Committee will review and discuss solutions for issues identified.

The Committee acknowledged Dianne Ashbourne for her work and assistance in the assessment process.

9.2 By-law, Policy and Procedure Committee

9.2.1 S2003-01 Academic Freedom Policy - Senate Ad Hoc Committee

Senate was presented with the Senate Academic Freedom Review ad hoc committee mandate and structure. The By-law, Policy and Procedure Committee determined that it would be more beneficial for a separate committee to advise Senate on possible revisions or additions to the Academic Freedom Policy.

Nanci Lucas moved and Kim McLeod seconded:

15/75 Senate adopt the Senate Academic Freedom Review ad hoc committee mandate and structure as presented.

CARRIED

Senators were asked to volunteer for positions on the ad hoc committee and to forward names to the Committees' Clerk.

9.2.2 S2015-05 Credential and Course Criteria

Senate was requested to approve the new Credential and Course Criteria Policy. Due to an oversight, the Policy as presented did not reflect all the revisions and accordingly, a brief overview was provided of the further revisions.



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Nanci Lucas moved and Sandra Seekins seconded:

- 15/76** Senate adopt the 2015-05 Credential and Course Criteria Policy with the changes as presented.

CARRIED

9.2.3 S2009-03 Requirements for Credentials

9.2.4 S2013-05 Credit Hour

9.2.5 S2010-02 Course Level and Numbering

As the new Credential and Course Criteria Policy replaces the S2009-03 Requirements for Credentials Policy, and incorporates the S2013-05 Credit Hour Policy and S2010-02 Course Level and Numbering Policy, approval was requested to rescind these Policies.

Nanci Lucas moved and Jean Bennett seconded:

- 15/77** Senate rescind S2009-03 Requirements for Credentials Policy, S2013-05 Credit Hour Policy and S2010-02 Course Level and Numbering Policy.

CARRIED

9.2.6 S1995-07 Senate Budget Advisory Committee Mandate and Structure

The Senate Budget Advisory Committee Mandate and Structure Policy was revised to indicate that the President is no longer a voting member of the Committee but serve as a resource member, the addition of a second administrator to the Committee, as well as some other minor revisions.

During the discussion, an issue was raised that, as now amended, the Policy will not align with the University Act. In this regard, it was suggested that the Policy be brought back to the Committee for further review.

Benjamin Glassen moved and Julia Denholm seconded:

- 15/78** The S1995-07 Senate Budget Advisory Committee Mandate and Structure Policy be brought back to the By-law, Policy and Procedure Committee.

CARRIED

9.2.7 S2015-01 Academic Agreements

The By-law, Policy and Procedure Committee determined that in accordance with the University Act, the Academic Agreements should, in fact, be a Board Policy. In this regard, the Committee recommended that Senate ask the Board to create a Board Policy to reflect the University Act.



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Nanci Lucas moved and Jean Bennett seconded:

- 15/79** The S2015-01 Academic Agreements Policy be forwarded to the Board, but that this does not constitute Senate's advice with regard to the Policy. **CARRIED**

9.3 Curriculum Committee

Presented by: Jean Bennett

Jean Bennett moved and Kim McLeod seconded:

- 15/80** SCC Resolutions 15/69, 15/70, 15/71 be endorsed by Senate **CARRIED**

10. Discussion Items

- 10.1** No discussion items were presented.

11. Information Item

11.1 2016 – 2017 Academic Schedule

This item was removed from the agenda.

11.2 Graduates – Revised Submission

Presented by: Karen McCredie

The Registrar presented a revised list of the 297 graduates previously presented at the September 8th Senate meeting. The revised list more accurately reflects that a student, Jeffrey Barnwell, was granted a Bachelor in Tourism Management posthumously. The submission presented previously did not include this notation.

Karen McCredie moved and Natahsha Prakash seconded:

- 15/81** Senate accept the revised list of graduates. **CARRIED**

There being no further business, and on motion duly made, the meeting was adjourned at 5:30 p.m.

Next Meeting: Tuesday, November 3, 2015
