



## SENATE MEETING

Tuesday, September 12<sup>th</sup>, 2017 4:00 pm  
 Capilano University – Room LB 322

### MINUTES

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**Present:** Paul Dangerfield (Chair), Imroz Ali, Sean Ashley, Cyndi Banks, Don Bentley, Brent Calvert, Julia Denholm, Caroline Depatie, Darin Feist, Marnie Findlater, Megan Fretz, David Fung, Michelle Gervais, Deb Jamison, Sylvia Kind, David Kirk, Joshua Larsen, Brad Martin, Karen McCredie, Paul McMillan, Jorge Ocegueda, Emma Russell, Adam Sale, Sandra Seekins, Debbie Schachter, Michael Thoma, Halia Valladares, Bacel Younan, Recorder: Mary Jukich

**Regrets:** Kim Bothen, Chris Bottrill, Christopher Doll, Jennifer Moore, Erik Steel, Carleen Thomas, Stephanie Wells, Andrew Willis

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#### ***Acknowledgement***

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

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

#### **1. Welcome**

The following new members were introduced and welcomed to Senate:

- Adam Sale, voting Faculty representative from the Faculty of Fine and Applied Arts.
- Marnie Findlater, non-voting MoveUp guest.
- Joshua Larsen – voting student representative.

#### **2. Approval of the Agenda**

The following items were added to the agenda:

- Under New Business, item 7.3 – Senate By-election
- Under Information, item 12.2 HKIN Run/Walk to Cap, item 12.3 Truth & Reconciliation Event.

*Julia Denholm moved and Halia Valladares seconded:  
 To adopt the amended agenda.*

**CARRIED**

#### **3. Approval of the Minutes**

*Julia Denholm moved and Michael Thoma seconded:  
 To adopt the August 15, 2017 minutes.*

**CARRIED**



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#### 4. Senate Orientation

The Senate orientation was presented, including a review of the Senate composition, By-Laws, election process, subcommittees, University Act and Robert's Rules.

Documents are posted on the [Senate](#) website.

#### 5. Correspondence Received – None

#### 6. Business Arising

##### 6.1 Senate Sub-Committees

Senators were requested to consider volunteering for the remaining vacancies on the subcommittees.

##### 6.2 Consent Agenda

*Presented by: Sandra Seekins*

An ad hoc committee was previously formed to consider the possibility of Senate moving to consent agendas. The ad hoc committee examined approaches to ensure Senate meetings are effective and there is an opportunity for robust discussion. A decision was not made; however, the possibility of consent agendas will be monitored and can be further explored.

#### 7. New Business

##### 7.1 Graduates

*Presented by: Karen McCredie*

The Registrar submitted a list of 279 graduates, verified by the Registrar's Office, to have met the graduation requirements of their program.

*Karen McCredie moved and Julia Denholm seconded:*

**17/55** Senate accept the students as graduates.

**CARRIED**



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#### 7.2 August 2018 Senate Meeting Date

*Presented by: Sandra Seekins*

As the previously scheduled the August 14, 2018 Senate meeting falls the day before faculty return from vacation and PD and Senate was requested to consider moving the meeting date to August 21, 2018.

On discussion, it was suggested that it may also be beneficial to move the orientation to the August meeting as a result of the short turnaround before the September Senate meeting.

*Sandra Seekins moved and Adam Sale seconded:*

**17/56** To change the August 2018 Senate meeting date to Tuesday, August 21<sup>st</sup>, and to schedule the Orientation for the August meeting.

**CARRIED**

#### 7.3 Senate By-Election

*Presented by: Karen McCredie*

The Registrar announced that a by-election will be called in response to the notification that Sharka Stuyt will be stepping down from Senate. The call for nominations will be sent on September 13<sup>th</sup>, and results announced in November.

### 8. Committee Reports

#### 8.1 Academic Planning and Program Review Committee

*Presented by: Paul McMillan*

The Committee reviewed the Minor in Crime and Society Concept Paper and provided comments and feedback.

The Committee also reviewed the Self-Study Template for Program Review and an overview of the program review process was provided.



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#### **8.2 By-law, Policy and Procedure Committee**

*Presented by: Caroline Depatie*

The Committee recently completed review on the Academic Standing Policy and it will be brought to Senate.

#### **8.3 Curriculum Committee**

*Presented by: Deb Jamison*

The resolutions brought forward from the August 18<sup>th</sup>, 2017 Senate Curriculum Committee meeting were presented to Senate for approval.

On review of Resolution 17/61, concern was raised with regard to approving admission requirements that had English requirements lower than University requirements for the Hotel and Resort Management Post Baccalaureate Diploma and the Tourism Marketing and Development Post Baccalaureate Diploma programs.

Senate was also informed that the proposed admission requirements for the Hotel and Resort Management Post Baccalaureate Diploma and the Tourism Marketing and Development Post Baccalaureate Diploma programs aligned with the NABU admission requirements.

On discussion, it was noted that although the English requirements were lower than the institution requirements, students coming into these programs already have degrees and support is given to students during the program.

Concern was noted that language requirements may be waived and discussion ensued on who had the authority to waive the requirements.

A broader discussion arose with regard to the University looking at the English standards for program admissions and ensuring that supports are available to assist all students.



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*Deb Jamison moved and Imroz Ali seconded:*

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| <b>17/57</b> | SCC resolution 17/61, the revisions to the admission requirements for the Hotel and Resort Management Post Baccalaureate Diploma and the Tourism Marketing and Development Post Baccalaureate Diploma be approved. | <b>CARRIED</b><br><b>8 yes</b><br><b>7 no</b><br><b>5 abstentions</b> |
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*Deb Jamison moved and Julia Denholm seconded:*

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| <b>17/58</b> | SCC resolution 17/62, approval of the Post Baccalaureate Certificate in Applied Behaviour Analysis – Autism be approved. | <b>CARRIED</b> |
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#### 8.4 Instructional Technologies Advisory Committee

A working group has been formed to explore open education resources, and a meeting scheduled for Monday, September 18<sup>th</sup> at 2:30.

#### 9. Other Reports

##### 9.1 Chair of Senate

*Presented by: Paul Dangerfield*

The University continues to work with the new government, including meetings with the Minister of Advanced Education and Deputy Minister, as well as local MLAs.

The President's Perspective was held on August 24<sup>th</sup> and was well attended. The President reflected on past success, looking towards 2030 and creating an exceptional experience for staff, students and the community.

Senators were invited to attend the presentation by Woodbridge Northwest. The company is planning to redevelop its townhouse complex property near the main campus, and the University and Woodbridge are in the early stages of planning the University's first, purpose-built on-site student housing. The public information session takes place on September 12<sup>th</sup>, 2017, at 7:00 pm in Birch 169.

The process for the Operational Plan for 2018/2019 will begin shortly.



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Consultation on the Campus Master Facilities and Urban Plan will commence in October.

#### 9.2 Vice Chair Senate

*Presented by: Sandra Seekins*

The organizers of the CapU Street Party were acknowledged and thanked for a successful event, as well as the crew who worked through the summer maintaining the University grounds.

#### 9.3 VP Academic and Provost

*Presented by: Paul Dangerfield*

An overview of the work being undertaken by the academic leadership was provided, including new programs, program review and focussing on a framework for implementing review activities.

#### 9.4 Board Report

*Presented by: Paul Dangerfield*

The Board orientation and planning session is scheduled for Tuesday, September 19<sup>th</sup>. The session will include the University Act, Operational Plan, an update from Ruth Wittenberg (President of the BC Association of Institutes and Universities), along with an update from the business community.

Senate was informed that there are still two vacant Board positions and it is anticipated that these will be filled shortly.

#### 10. Discussion Items

No discussion items were presented.

#### 11. Other Business

No other business was presented.

#### 12. Information Items

No information items were presented.



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#### **12.1 Call for Honorary Degree and Faculty Emeritus Candidates**

The Senate Tributes Committee will be calling for nominations on or about October 1<sup>st</sup> via Frontlines. Nominations must be submitted in writing no later than December 1<sup>st</sup> to the Office of the President, Attention: Honorary Degrees.

#### **12.2 HKIN Run/Walk Event**

Senators were invited to participate in the HKIN Run/Walk to Cap event on September 21<sup>st</sup>, 11:45 am.

#### **12.3 Truth & Reconciliation**

Truth & Reconciliation Week will commence on Monday, September 18<sup>th</sup> – Friday, September 22<sup>nd</sup>.

There being no further business, and on motion duly made and seconded, the meeting was adjourned at 5:55 pm.

**Next Meeting: Tuesday, October 3<sup>rd</sup>, 2017**

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