



SENATE MEETING

Tuesday, September 11, 2018 4:00 pm
Capilano University – Room LB 322

MINUTES

Present: Paul Dangerfield (Chair), Sean Ashley, Cyndi Banks, Duncan Brown, Brent Calvert, Dilnavaz Dhillon, Marnie Findlater, Robin Furby, Kyle Guay, Michelle Gervais, Ted Gervan, Deb Jamison, Aisha Lakhdhir, Aurelea Mahood, Brad Martin, Lauren Moffatt, Corey Muench, Majid Raja, Adam Sale, Debbie Schachter, Ekaterina Sergeeva, Jaswinder Singh, Judy Snaydon, Laureen Styles, Toran Savjord, Michael Thoma, Tammy Towill, Diana Twiss, Halia Valladares, Mark Vaughan, Stephen Williams, Recording Secretary: Mary Jukich

Regrets: David Fung, Joshua Millard, Graeme Sleep, Carleen Thomas, Stephanie Wells

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

In the absence of Stephanie Wells, Kyle Guay assumed voting rights for the Faculty of Global and Community Studies.

2. Approval of the Agenda

*Moved by Paul Dangerfield and seconded by Halia Valladares:
To adopt the agenda.*

CARRIED

3. Approval of the Minutes

An amendment was requested to item #7.1 Academic Planning and Program Review committee to include the Concept Paper for a Legal Studies Citation.

*Moved by Paul Dangerfield and seconded by Michael Thoma:
To adopt the amended August 21, 2018 minutes.*

CARRIED

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.



SENATE MEETING

Tuesday, September 11, 2018 4:00 pm
Capilano University – Room LB 322

MINUTES

The orientation document is posted on the [Senate website](#).

5. Correspondence Received

No correspondence was received.

6. Business Arising

6.1 Volunteers for Senate Subcommittees

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

6.2 By-election Update

Presented by: Toran Savjord

Senate was informed that Tammy Towill was acclaimed for the Faculty of Global and Community Studies voting seat for the term September to December 31, 2018.

7. New Business

7.1 Call for Honorary Degree and Faculty Emeritus Candidates

Presented by: Majid Raja

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

It was noted that the Tributes Committee met last spring and considered some candidates for Honorary Degrees. Work continues on identifying further high profile candidates of national and international recognition.

7.2 S2015-03 Senate Student Appeals Policy

S2015-02 Senate Student Appeals Committee Mandate and Structure Policy

S2015-02-1 Senate Student Appeals Committee Procedure

Presented by: Laureen Styles

Senate was requested to rescind the following policies and procedure:



SENATE MEETING

Tuesday, September 11, 2018 4:00 pm
Capilano University – Room LB 322

MINUTES

- S2015-03 Senate Student Appeals Policy
- S2015-02 Senate Student Appeals Committee Mandate and Structure Policy
- S2015-02-1 Senate Student Appeals Committee Procedure

The policies are being rescinded as a result of the recently approved Board Policy: B.109 Student Appeals Policy which outlines the responsibility and structure for appeals process institutionally; and the recent approval of S2018-01 Final Grade Appeal Policy and S2018-01-01 Final Grade Appeal Procedure that outlines the process for student appeals.

A question was raised on why student appeals is a Board policy, and it was noted that the overall appeal process moves beyond the academic process and covers a second stage of academic appeal too.

To fill the space vacated by rescinding SSAC Mandate, a new Senate Appeal Committee will be struck shortly under the guidance of newly adopted policy B.109.

The Board procedures B.109.1 related to the policy B.109 have been drafted and currently pending with the By-law, Policy and Procedure Committee. It was noted that these procedures will have to be brought to the Senate as soon as possible, as some appeals (excluding final grade appeals) may be received at any time during the semester.

During the review, a concern was raised that section 35.2(5)(j) of the *University Act* states that “the final appeal tribunal for academic appeals must be established by Senate”; however, that tribunal is currently established in Board Policy B.109

Laureen Styles moved and Ted Gervan seconded:

18/38 That Senate rescind S2015-03 Senate Student Appeals Policy;
S2015-02 Senate Student Appeals Committee Mandate and
Structure Policy and S2015-02-1 Senate Student Appeals
Committee Procedure.

CARRIED
15 Yes
3 No



SENATE MEETING

Tuesday, September 11, 2018 4:00 pm
Capilano University – Room LB 322

MINUTES

7.3 Graduates

Presented by: Toran Savjord

Senate was presented a list of 260 graduates, verified by the Registrar's Office to have met the graduation requirements of their program.

Toran Savjord moved and Brad Martin seconded:

18/39 Senate accept the students as graduates.

CARRIED

8. Committee Reports

8.1 Academic Planning and Program Review Committee

Presented by: Michael Thoma

The Committee met on Tuesday August 28th, and reviewed the following presentations:

- Stage 1 Proposal for a Bachelor of Arts with a Major in Psychology, Minor in Psychology, and Honours.
- Stage 1 Proposal for a Bachelor of Arts, Major and Honours in English, with Minors and Concentration

The Stage 1 Proposal for a Bachelor of Arts with a Major in Psychology, Minor in Psychology, and Honours was recognized as building upon the existing courses, which are highly popular with students; however, the Committee recommended that the proposal would benefit from further work, including consultation with Academic Initiatives and Institutional Research.

The Stage 1 Proposal for a Bachelor of Arts, Major and Honours in English, with Minors and Concentration was regarded as fitting with the University Strategic and Operational Plans. There were a number of recommendations, including how Honours is defined, as well as the suggestion that the proposal would benefit from further consultation with Academic Initiatives, Institutional Research and, in particular, further consultation with the community and other post-secondary institutions.



SENATE MEETING

Tuesday, September 11, 2018 4:00 pm
Capilano University – Room LB 322

MINUTES

Michael Thoma moved and Brad Martin seconded:

18/40 That Senate recommends to the Board approval of the Stage 1 proposal for the following credentials:

- Bachelor of Arts, Major in English
- Bachelor of Arts, Honours in English
- Bachelor of Arts, Minor in English
- Bachelor of Arts, Minor in Creative Writing
- Bachelor of Arts, Concentration in Creative Writing

CARRIED

8.2 By-law, Policy and Procedure Committee

No report was presented as the committee did not meet due to incomplete membership of the subcommittee.

8.3 Curriculum Committee

Presented by: Deb Jamison

8.3.1 Resolution Memorandum

The resolutions brought forward from the August 17th, 2018 Senate Curriculum Committee meeting were presented to Senate for approval.

Moved by Deb Jamison and seconded by Halia Valladares

18/41 SCC resolutions 18/91 to 18/95 be adopted by Senate.

CARRIED

8.4 Instructional Technologies Advisory Committee

No report was presented as the committee did not meet due to incomplete membership of the subcommittee.

9. Other Reports

Chair of Senate

Paul Dangerfield, President, reported that the Operational Plan 2018/2019 will continue to focus on building capacity and ensuring that employees continue to



SENATE MEETING

Tuesday, September 11, 2018 4:00 pm
Capilano University – Room LB 322

MINUTES

have the skills and tools necessary to do their jobs. Also in support of building capacity, a leadership development program is being launched and will be offered to all employees.

Cyndi Banks, the CSU, faculty and the campus community were acknowledged and thanked for a successful student Orientation. A key aspect of the orientation is to ensure that students understand how the University does business and its focus on student success.

It is anticipated that the first version of the campus roadmap will be available sometime in the Fall 2018.

Also for the Fall, work will begin on planning of the 2030 Plan, with an announcement to be made at the next President's Perspective.

Work is underway with regard to the smoking policy which will cover cannabis on campus. A steering committee will be established of approximately 30 people who will provide input on the policy.

Toran Savjord, VP, Strategic Planning, Assessment and Institutional Effectiveness reported that the recommendations from the Academica Report are moving forward and progress reports will be provided.

Vice-Chair Senate

Majid Raja, Vice-Chair, reported that the MoveUp Executive Council has been informed about the currently vacant non-voting seat on the Senate for a MoveUp representative. Senators were invited to recommend names to Darin Feist, member of MoveUp Executive Council for official nomination.

VP Academic and Provost

Laureen Styles, VP Academic and Provost reported that, as recommended by Senate at the August 21st meeting, a working group was struck by the Office of the Vice President Academic & Provost to oversee the implementation of Cap Core. The terms of reference have been drafted, work is underway in populating the working group, and an initial meeting will be scheduled shortly.



SENATE MEETING

Tuesday, September 11, 2018 4:00 pm
Capilano University – Room LB 322

MINUTES

Senate was informed that program review continues to move forward, with reviewers recently on site.

There will be an opportunity for the short-listed candidates for the position of Dean of Arts and Sciences to present to the campus community. The candidates will be at the campus on September 19th and 20th for this purpose. Senators were invited to attend the presentation and provide input and feedback on the candidates.

9.4 Board Report

A report was not presented, as the Board did not meet since June.

10. Discussion Items

No discussion items were presented.

11. Other Business

No other business was presented.

12. Information Items

No information items were presented.

There being no further business, and on motion duly made and seconded, the meeting was adjourned at 6:00 pm.

Next Meeting: Tuesday, October 2nd, 2018
