



SENATE MEETING

Tuesday, March 1, 2011 4:00 pm LB322

MINUTES

- PRESENT:** Kris Bulcroft (Chair), Marion Haythorne, Kim Bothen, Robert Campbell, David Clarkson, Nicholas Collins, Herbert Cruz, Kelsey Didlick, Michael Fleming, Susan Hogan, Reini Klein, David Lambert, Sonja Lebars, Karen McCredie, Paul McMillan, Jennifer Moore, Jen Moses, Gordon Rudolph, Tim Schouls, Sandra Seekins, Jackie Snodgrass, Ghazal Tohidi, Tammy Towill, Catherine Vertesi, Stephanie Wells (late), Milton Williams, Recording Secretary: Mary Jukich
- REGRETS:** Jean Bennett, Chris Bottrill, Patrick Donahoe, Graham Fane, Darin Feist, Bahiyyih Galloway, Karin Jager, Clay Little, Greg Smith, Peter Ufford
- GUESTS:** Brandon Hofmarks, Patricia Singer

Kris Bulcroft called the meeting to order at 4:00 pm.

1. APPROVAL OF AGENDA

Item #13 – Alumni Awards of Excellence was added to the agenda.

Tammy Towill moved and Herbert Cruz seconded that:
the amended Agenda be approved.

CARRIED

2. MINUTES

Ghazal Tohidi moved and Susan Hogan seconded that:
the Minutes of the February 1, 2011 meeting be approved.

CARRIED

3. CHAIR AND VICE-CHAIR'S REPORTS

Chair's Report

Kris announced that the President's newsletter would be sent by email on March 2nd and, therefore, her report would be brief. She requested that if anyone was not receiving the newsletter by email, to inform her Assistant so that their name could be added to the distribution list.

Kris attended an event to celebrate \$969,000 in funding provided by Western Economic Diversification Canada. The funding will help equip the Nat and Flora Bosa Centre for Film and Animation with the latest 3D equipment for the centre. The event was successful and attended by many dignitaries. Kris thanked everyone for their support.

Vice-Chair's Report

Marion announced that Kim Bothen would assume voting rights at this meeting, as the current representative from Fine and Applied Arts was absent and the second representative position was vacant.

Patricia Singer from the Department of Art History was welcomed as a guest to the meeting.

Catherine Vertesi was welcomed back after an extended absence from the University.

4. APPROVALS IN PRINCIPLE

None.

5. SENATE CURRICULUM COMMITTEE

Presented by: Jackie Snodgrass

(a) Resolutions

Jackie presented the resolutions brought forward from the February 18th Senate Curriculum Committee meeting.

Jackie Snodgrass moved and Tammy Towill seconded that:

11/06 SCC resolutions, 11/09, 11/10, 11/11, 11/12 and 11/13, be received and adopted by Senate.

CARRIED

(b) New Members/Reappointment of SCC Members

Jackie presented a list of proposed members who will commence a new term on the Senate Curriculum Committee on August 15th.

Sheila Ross	Humanities
Rita Isola	Social Sciences
Jo Wang	Pure and Applied Sciences
Michael Thoma	Motion Picture Arts
Peter Holden	Business, International Programs, Projects and Partnerships, Public Administration
Vineet Johnson	Health and Education

Kim Bothen moved and Milton Williams seconded that:

11/07 Sheila Ross, Rita Isola, Jo Wang, Michael Thoma, Peter Holden and Vineet Johnson commence a new term on the Senate Curriculum Committee.

CARRIED

6. SENATE TRIBUTES COMMITTEE

Presented by: Catherine Vertesi

Catherine announced that the Tributes Committee had recommended Faculty Emeritus status be conferred on Josephine Jungic. Patricia Singer presented to Senate a brief biography of Josephine, noting her accomplishments and contributions to Capilano.

In past practice, Capilano has not presented Faculty Emeritus recipients with a memento recognizing this honour. However, Ken Barbour was asked to work on a photographic image of the University which will be placed on a glass stand. This memento will be presented to past and future recipients of Faculty Emeritus status as a way of recognizing the honour.

Catherine reported that the Tributes Committee had recommended the names of four candidates for honorary degrees. She presented to Senate a brief summary of each candidate noting their contributions to their community, work, life and connection to Capilano.

7. SENATE PLANNING AND POLICY COMMITTEE

Presented by: Robert Campbell

(a) S1999-09 Access and Accommodation Policy for Students with Disabilities at Capilano University

Senate was requested to approve revisions to the Access and Accommodation Policy for Students with Disabilities at Capilano University. It was noted that this policy was revised in consultation with Disability Services. Revisions consisted mainly of clarifying the language and putting the section on eligibility for accommodation and services before the intake procedures for applicants with disabilities. During the review of the policy, a minor amendment was requested to replace the word “which” with the word “that” in section 3.1.3, after the word “plan”.

David Clarkson moved and Stephanie Wells seconded that:

11/08 The revisions to S1999-09 Access and Accommodation Policy for Students with Disabilities at Capilano University be approved by Senate.

CARRIED

(b) S1988-01 Registration for Student Athletes

Senate was requested to approve revisions to the Registration for Student Athletes policy. It was noted that this policy was revised in consultation with Joe Iacobellis, Manager, Athletics and Recreation. During the review of the policy, concern was expressed regarding the clarity of the language around the GPA. It was suggested that the policy be brought back to the Committee for further review and consultation with the Registrar.

(c) S1989-02 Academic Honours

Senate was requested to approve revisions to the Academic Honours policy. The revisions consisted of updating the existing policy and adding under the section “Graduation Honours”, specific reference to the distinction between Bachelor and other types of credentials. Also, in revising the policy, the Committee felt that any honours achieved should be noted on the parchment that students receive and therefore, the words “and on the parchment” were added to sections 2.1 and 2.2 of the policy.

David Clarkson moved and Michael Fleming seconded that:

11/09 The revisions to S1989-02 Academic Honours Policy be approved by Senate.

CARRIED

8. SENATE COMMITTEES

- (a) Senate Budget Advisory Committee Mandate and Structure
- (b) Senate Academic Planning and Program Assessment Committee Mandate and Structure
- (c) Senate By-law, Policy and Procedure Committee Mandate and Structure
- (d) Senate Naming Opportunities Committee Mandate and Structure
- (e) Senate Tributes Committee Mandate and Structure

Presented by: Marion Haythorne

Marion reported that the restructuring committee had looked at outstanding issues as requested. The committee looked at the wording of the voting member sections and revised the wording to include alternate members. The committee confirmed its position on voting members and revised the wording to be more consistent between all five committees. Also, the committee addressed the issue of the planning and resource allocation. A question was raised on the formation of the committee and some members expressed concern that this committee should have been identified as an “ad hoc” committee instead of a Senate sub-committee. It was requested that in future, when major restructuring of committee mandates is required, a more formal sub-committee should be struck.

Students expressed their concern with the current student representation on Senate sub-committees. Students felt that there should be more than one student representative on sub-committees. Students noted that if the one student representative were absent from a meeting, decisions would be made without any student representation. Students were deeply concerned that adopting the proposed committee structure would marginalize student voices in business making decisions. The students suggested that committee membership be increased to allow more than one student position. Senate felt that the current size of the committees was adequate and if a second student position was added, a further faculty position would also be required to maintain the 50% faculty membership, thus increasing the size of the committee. The students expressed concern that their request had not been addressed adequately and suggested that a second student position be added as either a non-voting member or a resource member.

Discussion continued on the committee structures and as various concerns and issues were emerging, it was suggested that Senate vote on the committee structures as presented. If the vote did not pass, the committee structures would go back for reconsideration.

Stephanie Wells moved and Tammy Towill seconded that:

11/10 Senate vote on the committee structures as presented.

Jackie informed Senate that the Senate Academic Planning and Program Assessment Committee had just met and discussion had taken place with regard to the role of the committee and whether it was to make recommendations on programs or to make recommendations based on assessments. The structure should be approved as presented in principle, but further discussion may result in modifications.

CARRIED
1 opposition
(David Clarkson)

The ballots were distributed and Senate members were requested not to add names on the ballots. Each committee on the ballot, (a), (b), (c), (d), (e) correspond to the committee number on the Agenda, and members voted “yes”, “no” or “abstain” beside each committee letter. A “Yes” vote indicated Senate approval of the committees as defined with the understanding that committee (b) is approved in principle with possible modifications in future. A “No” vote would indicate that the committee is not ready for approval and will go back to the ad hoc committee for reconsideration.

A question arose whether a two-thirds vote was required and this will be confirmed. In this regard, the ballots will be kept by the Committee’s Clerk.

The Registrar tallied the votes as follows:

Committee	Yes	No
(a)	14	6
(b)	15	5
(c)	15	5
(d)	16	4
(e)	15	5

9. GRADING PROFILE COMMITTEE

Presented by: Marion Haythorne

As Graham Fane was absent, Marion reminded members that they had been requested to take the two proposed grading profiles back to their Faculties for review and discussion. Marion reported that some feedback indicated a preference to “meet in the middle” and have one grading profile. The Committee will report back at the April Senate meeting.

10. FACULTY STRUCTURE REVIEW COMMITTEE

Presented by: Marion Haythorne

As Chris Bottrill was absent, Marion reported that the Committee was currently developing their mandate and will report back at the April Senate meeting.

11. ELECTION UPDATE

Presented by: Karen McCredie

Karen provided an update of the Senate and Board elections. Nominations opened on February 7 and closed February 21. For the two student positions on the Board, ten nominations were received and for the four student positions on Senate, eight nominations were received.

With regard to the Senate faculty position for Fine and Applied Arts, one nomination was received and that representative would be accepted by acclamation.

At the close of nominations, no names were received for the faculty position for Health and Education. However, a notification was received after the close of nominations that a representative would step forward to fill the position. This representative would be accepted by acclamation. Elections for the student positions will open on March 21 and close on March 28, with results announced on March 30.

12. ASSOCIATION OF UNIVERSITIES AND COLLEGES OF CANADA*Presented by: Kris Bulcroft*

Kris informed Senate of Capilano's intention to apply for membership in the Association of Universities and Colleges of Canada. However, before formal application was made, Kris asked Senate for their endorsement for proceeding with application for this membership. She noted that of the newly formed universities, Capilano was the only university that had yet to apply. Senate was informed of the lengthy application process which involves data collection and a site visit, making this a campus-wide project. Conversations were held with the Ministry, and it had indicated support. Other universities also expressed their willingness to assist with Capilano's submission. Benefits of membership were discussed. As no objections were expressed by Senate, Capilano will move forward with the application process.

13. ALUMNI AWARDS OF EXCELLENCE*Presented by: Marion Haythorne*

Senate was asked for volunteers to sit on the selection committee for the Alumni Awards of Excellence. The following members volunteered:

Administrator – Robert Campbell
 Faculty – Stephanie Wells
 Staff – Reini Klein

INFORMATION ITEMS

None.

There being no further business and on motion duly made and seconded, the meeting was adjourned at 5:45 p.m.

Next Meeting: Tuesday, April 5, 2011.
