

 <p>CAPILANO UNIVERSITY</p>	<p style="text-align: center;">MINUTES REGULAR MEETING OF THE BOARD</p> <p style="text-align: center;">Tuesday, April 18, 2017 4:00 pm in BR126 North Vancouver Campus</p>
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Board:

Soon Kim, Chair
 Nicholas Cartmell
 Paul Dangerfield
 Chris Doll, Vice Chair
 Michael Fleming
 David Fung
 Michelle Gervais
 Carol Howorth
 Cherian Itty
 Aurelea Mahood

Staff:

Tracy Dignum, Instructor, Rehab Ass't Dip Program
 Richard Gale, VP, Academic & Provost
 Jennifer Jamieson, Mgr, Policy, Privacy & Governance
 Nanci Lucas, Vice Chair, Senate
 Brad Martin, Dean, Educ. Health & Human Dev't
 Marika Morissette, EA to Board & President (recorder)
 Jacqui Stewart, VP, Finance & Admin.
 Peter Walsh, Manager, Student Affairs & Services

Regrets:

Chris Clarke
 Cheryl Nex
 Jessie Williams

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

1. Approval of Agenda

Carol Howorth requested that the motion be changed for agenda item #8 with the additional phrase "on a one time only basis."

It was moved (Christopher Doll), seconded (Nicholas Cartmell) and resolved:

THAT the agenda be approved as amended.

2. Consent Agenda

It was moved (Michelle Gervais), seconded (Cherian Itty) and resolved:

THAT the Board approves the consent agenda:

- Minutes from the March 14, 2017 Board Meeting
- Academic Review Committee Report
- Governance Committee Report
- Policy and Planning Committee Report

3. Board Chair's Report

Soon Kim provided a verbal report, reminding Board members to complete the Board self-evaluation survey. He also encouraged members to attend the upcoming student research symposium to be held on Saturday, April 22, 2017. The Chair reflected on accomplishments achieved since last September, and remarked that the University has been successful in creating a positive culture and launching new degree programs aligned with the strategic plan. The University is also looking at options to build new on-site facilities at CapU, which will be discussed at today's in-camera session. He concluded by stating that overall, things are moving ahead very well this year.

4. Senate Reports

Nanci Lucas, Senate Vice-Chair reported that the Academic Planning & Program Review Committee is focusing on student evaluation of learning. Although some CapU programs do conduct their own course evaluations at the end of every term, this practice is not widespread across the University. At the last Senate meeting, there was a motion to strike an ad hoc committee charged with investigating the practice of student evaluation of courses and/or learning, and that the committee bring forward findings and recommendations for the fall term 2017.

Senate was previously requested to provide advice to the Board on the new Academic Schedule Policy. Senate subsequently referred the policy to the Bylaw, Policy and Procedure Committee, and the Committee's recommendations were presented for review and approval. Senate will be bringing forward the recommendations to the Board in June regarding advice on the Academic Schedule Policy.

Carol Howorth, Board Liaison to Senate, stated that Senate will be conducting its own self-evaluation questionnaire, similar to the process currently underway by the Board. Carol advised that Nanci Lucas will be leaving Senate, and that her last meeting will be in June 2017. Carol thanked Nanci for all her work as Senate Vice-Chair, and stated that a replacement has not been announced yet.

5. President's Report

Paul Dangerfield provided a written report in the Board agenda package and highlighted the many activities underway over the next few days where CapU students will be performing, dancing, and singing. He encouraged Board members to check out the events listed on the Capilano web site at <http://www.capilanou.ca/calendar.aspx>.

6. Academic Review Committee

6.1 Certificate in Applied Science – Engineering

Richard Gale brought forward the proposal for a Certificate in Applied Science – Engineering, which was developed by our faculty in the School of Science, Technology, Engineering, and Mathematics. This program plans to implement in September 2017, pending Board approval.

It was moved (Carol Howorth), seconded (Aurelea Mahood) and resolved:

THAT the Board approve Capilano University to offer the Certificate in Applied Science - Engineering.

6.2 Minor in Liberal Studies

Richard Gale brought forward the proposal for a Minor in Liberal Studies. All courses within the program are currently being offered at CapU, and the Minor can be offered immediately, pending Board approval.

If approved by the Board, this will be the University's first Minor being offered. Building on the priorities set out in the 2015-2018 Strategic Plan, the addition of secondary credentials will contribute to the University's current commitment to reviewing and expanding its program offerings, increasing student enrolment, and enhancing learning environments.

Aurelea Mahood commented that many students are already taking electives, and it's valuable for students to be able to claim a minor in a specific field. This is the beginning of more flexibility for students.

David Fung agreed that there is a need for students to have more exposure to liberal arts. The proposed Minor in Liberal Studies responds to extensive studies and calls from employers for well-rounded creative problem-solvers with highly developed research, writing, and critical thinking skills.

Cherian Itty asked how many students are expected to register for the Minor in Liberal Studies. Richard Gale responded that he expects double digits, and applicants would likely be students from non-cohort programs such as Communication Studies, Business Administration and Tourism Management.

Nicholas Cartmell asked what the measurement of success would look like. Richard Gale replied that 20 to 30% of our students will be expected to graduate with a minor of some sort within the next 3 to 5 years. Once new curriculum is established, the University will measure and track successes using key performance indicators.

It was moved (Cherian Itty), seconded (Michelle Gervais) and resolved:

THAT the Board approve Capilano University to offer the Minor in Liberal Studies.

7. Policy and Planning Committee

7.1 Policy B.401 – Sexual Violence and Misconduct Policy

Christopher Doll acknowledged all of the hard work that has gone into the development of Capilano University's Sexual Violence and Misconduct Policy. This is a broad-based community effort that took months to complete. The Board Policy and Planning Committee reviewed it twice, and only asked for a few small matters to be attended to. He emphasized that this policy satisfies all the legal and political requirements, and it's a policy of which we can all be quite proud.

Michelle Gervais added that she is extremely pleased with the work that's been done, and that Capilano students were lobbying the government to help push this through. Richard Gale shared his kudos to the team for putting the policies and procedures together.

It was moved (Christopher Doll), seconded (Nicholas Cartmell) and resolved:

THAT the Board approve adoption of Policy B.401 Sexual Violence and Misconduct, as presented.

It was moved (Christopher Doll), seconded (Carol Howorth) and resolved:

THAT the President inform the Board of the associated procedures and any substantive revisions to the procedures related to Sexual Violence and Misconduct.

It was noted that other educational institutions have advertised their policies. Paul Dangerfield stated that he will be issuing a press release that the CapU Board has approved the Sexual Violence and Misconduct Policy.

7.2 Policy B.511 – Student Code of Conduct Policy

Christopher Doll introduced Peter Walsh, Manager of Student Affairs, to the Board members. Over the last six months, several drafts of the Student Code of Conduct Policy were reviewed by various groups and the general community, and several stakeholders were consulted in the creation of the policy. The Board Policy and Planning Committee reviewed the proposed policy on April 5th and recommended a change to item 5.1.8 which has been incorporated into the policy. The Student Code of Conduct Policy will replace the current Student Behaviour Policy (E.703) which was last revised in 2013.

It was moved (Christopher Doll), seconded (Nicholas Cartmell) and resolved:

THAT the Board approve Policy B.511 Student Code of Conduct, as presented.

It was moved (Christopher Doll), seconded (Carol Howorth) and resolved:

THAT the Vice-President, Academic and Provost inform the Board of the associated procedures and any substantive revisions to the procedures related to Student Code of Conduct.

8. Certificate in Rehabilitation Therapy Support Skills

Nanci Lucas explained that the Certificate in Rehabilitation Therapy Support Skills is being brought forward to the Board for consideration as part of an exceptional approval process. The program has not gone to the Board Academic Review Committee (ARC) for recommendation to the Board. A Senate Ad Hoc Committee was formed and agreement was reached that this program met the test for an exceptional approval process. It's a pilot project that will run for one year and then be carefully evaluated for need and viability before it's possibly sent forward for approval by ARC and the Board.

Richard Gale introduced Brad Martin, Dean of Faculty of Education, Health, and Human Development and Tracy Dignum, Instructor for the Rehabilitation Assistant Diploma Program. They gave background information on the newly developed Rehabilitation Therapy Support Skills Certificate program. In January 2017, the University received one-time health education funding from the Ministry of Advanced Education to develop and deliver a training program designed to meet the need for support personnel to work with occupational therapists and physiotherapists in rural regions of BC. In partnership with the UBC Department of Physical Therapy and in consultation with Carrier Sekani Family Services, a health service delivery partner based in north central BC, a certificate program in Rehabilitation Therapy Support Skills was subsequently developed.

If approved by the Board, the program will be piloted in 2017-18 with Aboriginal students in communities that have historically been underserved by the post-secondary system in British Columbia. The pilot program will be evaluated to determine how it might be effectively delivered in other rural communities in the future.

It was moved (Carol Howorth), seconded (Cherian Itty) and resolved:

THAT the Board approve the Rehabilitation Therapy Support Skills certificate program, as presented, on a one time only basis.

9. Adjournment

The Regular Meeting of the Board adjourned at 5:15 pm.