



SENATE MEETING

Tuesday, November 5, 2024 4:00 pm
 Capilano University, Library Building, Room LB 322

MINUTES

Present: Paul Dangerfield (Chair), Julia Black, John Brouwer, Jai Djwa, Graham Cook, Caroline Depatie, Thomas Flower, Brian Ganter, Victor Gelano, Denise Gingrich, Deb Jamison, Alan Jenks, Laura Kinderman, Michael Laurence, Tracy Penny Light, Amina El Mantari, Brad Martin, Priya McMurtrie, Corey Muench, Alaa Al-Musalli, Christina Neigel, Majid Raja, Farnoosh Sam, Sarang Deep Singh, Michael Thoma, Diana Twiss, Emily Walmsley, Recorder: Mary Jukich

Regrets: Vedant Mehra, Ramin Shadmehr, Amanjot Singh, Kyle Vuorinen

Guests: Elder Doctor Latash, Elder Delhia, Eduardo Azmitia, Harb Jahal, Jordon Lovig, Ekam Sandhu, Maria Valiouk, Dawn Whitworth

Land Acknowledgement

Capilano University is named after Chief Joe Capilano, an important leader of the Skwxwú7mesh (Squamish) Nation of the Coast Salish Peoples. We respectfully acknowledge that our campuses are located on the territories of the Lílwat, xʷməθkʷəy̓əm (Musqueam), shíshálh (Sechelt), Skwxwú7mesh (Squamish) and Səlilwataʔ/Selilwitulh (Tseil-Waututh) Nations.

1. Welcome

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

The following new members were introduced and welcomed:

- Farnoosh Sam, voting staff representative;
- Maria Valiouk, non-voting MoveUp permanent guest;
- Ekam Sandhu, non-voting CSU permanent guest.

2. Approval of the Agenda

Paul Dangerfield moved and Diana Twiss seconded:

To adopt the agenda.

CARRIED

3. Approval of the Minutes

Paul Dangerfield moved and Majid Raja seconded:

To adopt the October 1, 2024 minutes.

CARRIED

4. CSU Presentation

Representatives from the Capilano Students Union provided a presentation and overview of the work and activities that are underway at the CSU this year.



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5. Correspondence Received

No correspondence was received.

6. Business Arising

6.1 Senate Subcommittee Vacancies

Presented by: Jordon Lovig

Senators were encouraged to volunteer to serve on the remaining vacant seats on the Senate subcommittees, particularly the Tributes committee, which will be meeting shortly. The Registrar's Office will be putting out a call for volunteers for the remaining vacancies.

6.2 Self-Evaluation Survey Results

Presented by: Christina Neigel

This year, work will be focussed on collecting year-over-year data and surveying subcommittees for correlational data.

7. New Business

7.1 Illuminating 2030 Update

Presented by: Tracy Penny Light

As background, when Illuminating 2030 was approved, one of the commitments was to provide a regular update. As such, Senate was provided with an overview of some key activities underway in each area of focus, with an emphasis on the 2023/2024 academic year.

Moving forward, an update will be presented to Senate each September to celebrate notable activities completed in the previous academic year.

7.2 Proposal for New Senate Subcommittee on Graduate Studies

Presented by: Dawn Whitworth

Senate was presented with a proposal to create a new Graduate Studies Senate Subcommittee. The proposed new subcommittee would report and make recommendations to Senate, be composed of members with expertise required to support graduate-level programs and would have terms of reference



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resembling those of the Senate Curriculum Committee but specialized for graduate studies.

During the discussion, concern was raised regarding the proposed composition, which allows for two graduate students once graduate programs are offered and it was suggested that consideration be given to reflect upper-level student representation. It was also suggested that a library representative be included in the membership.

Corey Muench moved and Tracy Penny Light seconded:

24/27 That Senate approve the creation of a Graduate Studies Subcommittee. **CARRIED**

7.3 Senate By-Election Timeline (Support Staff)

Presented by: Jordon Lovig

Senate was presented with the by-election timeline for the support staff vacancy. Nominations opened October 10 and closed on October 23 and one candidate put their name forward. The position was filled by acclamation by Farnoosh Sam, whose term begins immediately and ends July 31, 2027.

8. Committee Reports

8.1 Academic Planning and Program Review Committee

Presented by: Alaa Al-Musalli

The October 8, 2024 committee meeting was cancelled; however, the committee continues to work on their Terms of Reference. The current draft document captures the feedback provided by the committee members and will be reviewed and discussed at the November 12, 2024 committee meeting.

8.2 Bylaw, Policy and Procedure Committee

Presented by: Corey Muench

The committee met on October 8 and October 22 and work focussed on developing the terms of reference document. At the October 8 meeting, the committee provided feedback on a new name for the committee, references to



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the Senate Bylaws within the terms of reference and expanding the list of committee tasks to better describe the work of the committee.

On October 22, the committee reviewed a draft terms of reference and discussed the importance of ensuring there is consistency within the terms of reference of all committees but also looking across committees' terms of reference to get ideas from each other.

8.2.1 S2018-02 Student Awards Policy

This policy sets out the different categories of student awards that are administrated by the Registrar's Office. It describes the general terms and conditions for student awards, and outlines the nomination, information, distribution, acceptance, payment and renewal, retention audit and reversal processes.

The policy was brought to the committee on the normal review schedule. The revisions to the policy were mostly around changes to award amounts and criteria which was not part of the committee purview; however, the committee did recommend revisions mostly around wording, content, and bringing the policy into a more standard format.

During the discussion, a concern was raised that the wording in the policy was not clear on whether students receive the awarded funds, or whether the funds go into their student accounts, and that it may be beneficial to include some language in the policy around the process.

Corey Muench moved and Deb Jamison seconded:

24/28 That the Senate approve the revised Student Awards Policy (S2018-02).

CARRIED
2 Opposed

8.3 Curriculum Committee

Presented by: Deb Jamison

8.3.1 Resolution Memorandum



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The resolutions brought forward from the October 18, 2024 Senate Curriculum Committee meeting were presented to Senate for approval.

Deb Jamison moved and Tracy Penny Light seconded:

CARRIED

24/29 That Senate approve Resolutions 24/61 to 24/64.

The Committee is reviewing its Terms of Reference and the goal is to continue review and discussion at the next couple of meetings.

8.4 Teaching and Learning Committee

Presented by: Diana Twiss

The committee met on October 15, 2024, and received several reports, some of the highlights of which were as follows:

- Work is underway on an update to the Digital Learning Framework and action plan.
- The annual call for Faculty Unified Grant applications received double the amount of faculty applications this round.
- Work is also underway in determining the impact of the changes from Immigration, Refugees, and Citizenship Canada (IRCC) to international student visas and Post Graduate Work Permit eligibility.

As the refresh of the institutional learning outcomes has been completed, the committee also discussed next steps in reparation for developing new institutional learning outcomes.

8.5 Budget Advisory Committee

Presented by: Michael Thoma

The Senate Budget Advisory Committee met on October 24, 2024. At the committee meeting, Tally Bains, VP Finance and Administration, provided an overview of the 2025/2026 Preliminary Draft Budget I, which included timelines, process and priorities being set for the next fiscal year. Resource allocation priorities include the Squamish campus, student housing construction due to be



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completed Fall 2025, graduate studies programs, the new Childcare Centre due to be completed Spring 2025, the People Plan, digital transformation, and Chénchenstway.

The draft budget is in process due to updating enrolment following the federal government announcement regarding international students. The goal is to complete the draft budget, the Q2 forecast and the PSI Fiscal Year End results by the end of November and present it to the Committee at the next meeting on December 13, 2024. The preliminary budget indicates an operating deficit of approximately \$7.1 million and does not include mitigation actions that are being considered or additional 2025-2026 resource requests of \$8.3 million. The final budget will be going to the Board in February 2025 and work continues on both the plans and the budget.

The Committee is reviewing its Terms of Reference and the goal is to have a draft for review at the December committee meeting.

9. Other Reports

9.1 Senate Chair

Paul Dangerfield provided an update regarding Immigration, Refugees and Citizenship Canada (IRCC) changes to international education and the impact to post-secondary institutions across the country. Information was also provided regarding the work that is underway to address the implications to the University and mitigate the impact to the University.

9.2 Vice Chair

Deb Jamison provided the Vice Chair report, including the following highlights:

- Senate members were reminded to consider joining the subcommittees with vacant seats, particularly the Tributes Committee, as the committee will be meeting in January.
- The subcommittees currently working on their terms of reference are the Senate Curriculum, Senate Academic Planning and Program Review, Budget Advisory and the Bylaw, Policy and Procedure Committees. In moving forward, it is expected that the finalized draft Terms of Reference will be



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brought to the Bylaw, Policy and Procedure Committee for review and then to Senate for approval and be in place by the next academic year.

- In terms of student voice on Faculty Councils and subcommittees of Faculty Councils, a meeting recently took place with Priya McMurtrie and Sarangdeep Singh and Priya will undertake research regarding practices at other teaching and learning post-secondary institutions. A further meeting will take place on November 14, 2024, to determine further steps. The plan is to eventually collaborate with reps from all five Faculties.
- On November 20, 2024, the CapU Alumni Association will be hosting a social event at North Point Brewing in North Vancouver, and all alumni were encouraged to attend.

CARRIED

Paul Dangerfield moved and Tracy Penny Light seconded:
 To extend the meeting to 6:30 pm.

9.3 VP Academic and Provost

Tracy Penny Light provided the Vice President Academic and Provost report, including the following highlights:

- Acknowledgement was given to everyone involved in organizing the events during Women's History Month, as well as the CARS and Graduate Studies Office, which hosted a joint research event with Capilano University and Langara College students.
- A communication was recently distributed to the campus community with an update on the IRCC changes to international education and some of the actions being taken by the University.
- The first Coffee Hour was held on October 31, 2024, and was attended by approximately 15 attendees. The next event is scheduled for November 26, 2024, at 2:00 pm.

9.4 Board Report

The Board has not met since the October Senate meeting. The next Board meeting is scheduled on November 26, 2024.



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9.5 Elder Report

Elder Doctor Latash spoke about Chief Joe Capilano, who once had an audience with the King of England. Elder Doctor Latash also reflected on Chief Capilano's leadership skills and the importance of students developing the same kind of leadership skills so that they can speak up for themselves and have the strength to stand up for others.

10. Discussion Items

No discussion items were presented.

11. Other Business

No other business was presented.

12. Information Items

Communication regarding the student holiday hampers will be sent out to the campus community.

The meeting was adjourned at 6:00 pm.

Next Meeting: Tuesday, December 3, 2024
