



SENATE MEETING

Tuesday, February 4, 2025 4:00 pm
Capilano University, Library Building, Room LB 322

MINUTES

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

Regrets: Julia Black, Saksham Goyal, Michael Laurence, Kyle Vuorinen

Guests: Laureen Styles, Claire Carolan

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 Səlílwataʔ/Selilwitulh (Tsleil-Waututh) Nations.

1. Welcome

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

2. Approval of the Agenda

Paul Dangerfield moved and Diana Twiss seconded:
To adopt the agenda.

CARRIED

3. Approval of the Minutes

Deb Jamison moved and Christina Neigel seconded:
To adopt the January 14, 2025 minutes.

CARRIED

4. Correspondence Received

Correspondence from students was received and will be addressed at the March Senate meeting.

5. Business Arising

5.1 Update on Indigenous Students Data

This item was not addressed as the Registrar was absent from the meeting.



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6. New Business

6.1 2026 Senate Meeting Schedule

Presented by: Paul Dangerfield

Senate was presented with the 2026 Senate meeting schedule. The proposed meeting dates follow the schedule from prior years, the first Tuesday of the month, except for January and May (to accommodate the Registrar's Office timelines for graduates) and August (to accommodate faculty returning from summer break). In addition, the proposed meeting dates were vetted to ensure no conflicts with significant religious or celebration dates.

Also, based on the discussion last year regarding the August meeting date and faculty returning on August 15, the proposed meeting date for August 2026 would be August 25, 2026. Following normal scheduling with Senate on the first Tuesday, this would mean that the September meeting would be scheduled on September 1, 2026 but given the quick turnaround between August and September, the September meeting was moved to the second Tuesday (September 8, 2026).

Paul Dangerfield moved and Laura Kinderman seconded:

25/03 To approve the Capilano University Senate 2026 regular meeting schedule. **CARRIED**

6.2 Vice-Chair Nominating Committee – Request to Convene

Presented by: Paul Dangerfield

The Vice-Chair Nominating Committee was requested to convene and assist in the process of identifying potential Senate Vice-Chair candidates and to bring the name(s) forward to Senate.



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7. Committee Reports

7.1 Academic Planning and Program Review Committee

Presented by: Alaa Al-Musalli

The committee did not meet in January. However, the committee's Terms of Reference were brought to the Bylaw, Policy and Procedure committee on January 28, 2025 for review, at which time some additional minor revisions were suggested. The feedback was incorporated into the document and subsequently approved by the members of the Academic Planning and Program Review committee. The Terms of Reference will be brought to the March meeting for Senate approval.

7.2 Bylaw, Policy and Procedure Committee

Presented by: Corey Muench

The committee met on January 14 and January 28, 2025. At the January 14 meeting, the committee completed the review of the Academic Emeritus Policy and Procedure and began work on the Faculty of Fine and Applied Arts Bylaws. At the January 28 meeting, the committee members completed the work on the Fine and Applied Arts Faculty Bylaws and reviewed the Terms of Reference for the Senate Academic Planning and Program Review Committee, Senate Budget Advisory Committee, Senate Curriculum Committee and the Bylaw, Policy and Procedure Committee.

7.2.1 Academic Emeritus Policy and Procedure

The Faculty Emeritus policy and procedure were last reviewed in 2019. Consultation on the proposed changes was extensive, including Faculty Councils, Deans, Academic Leadership Council, etc. Overall input received from the consultation was positive regarding the proposed changes to: (a) clarity regarding who is eligible to nominate, (b) desire for descriptors of teaching excellence (this will be developed through the nomination form/s), (c) support for removing the three-year post-retirement eligibility criteria, (d) support for the enhanced benefits and examples of participation for faculty emeritus and (e) inclusion of the ability to nominate faculty posthumously. In addition, counsellors were consulted and indicated they wish to remain included in the policy; however,



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the policy, as written and presented does not include them given that the focus of the honour is mainly on excellence in teaching.

On review and discussion by Senate members, no major concerns or issues were raised with the new Academic Emeritus Policy and Procedure.

Corey Muench moved and Tracy Penny Light seconded:

25/04 The new Academic Emeritus policy and its related procedure be approved, effective September 1, 2025, and that S1999-06 Faculty Emeritus and S1998-06-01 Procedure for Selecting Faculty Emeritus Recipients be rescinded, also effective September 1, 2025.

CARRIED

7.3 Curriculum Committee

Presented by: Deb Jamison

7.3.1 Resolution Memorandum

The resolutions brought forward from the January 17, 2025 Senate Curriculum Committee meeting were presented to Senate for approval and no concerns were raised.

7.3.2 Squamish Certificates – Cover Memo was for information only.

7.3.3 Outdoor Filmmaking Certificate

7.3.4 Communication for Professionals Certificate

7.3.5 Computing Systems Certificate

7.3.6 Sustainable Economics Certificate

The proposed certificates were developed in accordance with policy B. 106, Program and Course Review and Approval Section 4. *Expedited Approval of Non-Degree Programs*. Under this section, expedited approval of new non-degree programs is permitted if “there is an opportunity for revenue generation to meet a specific demand and where there are time constraints.” Under this section, “[...] the program [is] to be offered on a one-time exceptional basis only. Before each of the programs are offered a second time, they must be approved through the normal approval process.” On review and discussion by Senate members, no issues or concerns were raised regarding the Certificates.



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Deb Jamison moved and John Brouwer seconded:

25/05 That Senate approve the motions approved by the Senate Curriculum Committee at its meeting on January 17, 2025, Resolutions 25/01 to 25/07, which include the motions for the Squamish Certificates.

CARRIED

7.4 Teaching and Learning Committee

Presented by: Diana Twiss

The committee met on January 21, 2025, and was provided with an opportunity for consultation on the proposed revisions to the Academic Qualifications for Faculty (Instructors) Policy, Attendance Policy and Grading Profile Policy.

In addition, the committee received reports from various Directors and one of the key highlights was the call for proposals for the 2025 Symposium has been distributed and will close on February 28, 2025.

7.5 Budget Advisory Committee

Presented by: Michael Thoma

The Senate Budget Advisory Committee (SBAC) met on February 3, 2025, and was presented with two presentations.

The first presentation was on the Fiscal 2025/26 Final Budget, which began with an update on Integrated Planning. The integrated planning and budget process has been moved up to March from September to allow additional time to develop plans and budgets.

An overview of the operating budget was also provided to the committee, which indicated that the fiscal 2025/26 operating budget has a deficit of \$6.4 million, which is a \$9.5 million change compared to the Board-approved surplus budget of \$3.1 million from 2024/25. The \$6.4 million deficit addresses federal government policy changes and lower estimations around international tuition, as well as \$10.1 million in committed priorities, which include a full launch of the Squamish campus, preparing for 24/7 campus operations with the addition of the Student Housing residences in North Vancouver and Squamish, operations of the



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new Centre for Childcare Studies, development of graduate studies/school and implementation of foundational plans such as PeoplePlan, Digital Transformation, and Chénchenstway.

The second presentation provided an overview of the fiscal 2024/25 January forecast with an operating surplus of \$6.7 million, which is a \$3.6 million favourable variance compared to the Board approved budget of \$3.1 million. The surplus figure includes a capital restriction of \$5 million from the Ministry's operating funding for digital transformation.

The next committee meeting is scheduled for May 30, 2025.

8. Other Reports

8.1 Senate Chair

Paul Dangerfield provided the Chair's report, including the following highlights:

- Minister Anne Kang has returned to the position of Minister of Post-Secondary Education and Future Skills and part of her mandate letter includes four key priorities, which include reviewing programs to ensure they are supporting the economy; identifying shortages in terms of skilled professionals and ways to deliver training to address the shortages; working with the sector to evaluate and advocate with respect to the financial burden as a result of the international student restrictions and identifying opportunities to deliver housing initiatives for students. The University continues to align with these priorities.
- The University budget will be going to the Board for approval. For this year, there has been a reduction of approximately 20% in first year international students and the expectation is that there will be the same reduction next year. However, in the past few years, there has been a good flow through of international students which will allow the University to work with a deficit of approximately 2 – 3% of the total budget.



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8.2 Vice Chair

Deb Jamison acknowledged the chairs of the Senate subcommittees and the work that is being completed. In terms of student involvement, Deb Jamison and Corey Muench will be attending the Deans Council Meeting on February 13, 2025, and a report will be brought back to Senate.

The Tributes Committee met on January 27, 2025, and the recommendations for honorary degrees will be brought to either the March or April Senate meeting for approval.

8.3 VP Academic and Provost

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

- Work is underway around integrated academic planning, which includes work on a five-year curriculum plan in the Faculties and engagement with both faculty and students, examining quality learning experiences and efficiencies, as well as creating systems and processes and providing space for innovation. The first presentation was recently held on academic section planning principles.
- The next coffee hour will be online on February 11, 2025.
- Roy Jantzen's recent book launch was acknowledged.

8.4 Board Report

Presented by: Amina El Mantari

As the Board did not meet in January, a report was not provided. The next meeting is scheduled for February 25, 2025.

8.5 Elder Report

A report was not presented as Elder Doctor Latash did not attend the meeting.



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9. Discussion Items

Senators were encouraged to attend the Capilano University Alumni Awards of Excellence event on March 26, 2025, and to participate in events during Black History month.

10. Other Business

No other business was presented.

11. Information Items

No information items were presented.

The meeting was adjourned at 5:35 pm.

Next Meeting: Tuesday, March 4, 2025
