



## SENATE MEETING

Tuesday, January 11, 2011 4:00 pm LB322

### MINUTES

**PRESENT:** Kris Bulcroft (Chair), Marion Haythorne, Kim Bothen, Chris Bottrill, Robert Campbell, David Clarkson, Nicholas Collins, Kevin Cripps, Herbert Cruz, Kelsey Didlick, Patrick Donahoe, Graham Fane, Darin Feist, Michael Fleming, Bahiyyih Galloway, Susan Hogan, Reini Klein, David Lambert, Sonja Lebens, Clay Little, Karen McCredie, Paul McMillan, Jennifer Moore, Jen Moses, Gordon Rudolph, Tim Schouls, Sandra Seekins, Greg Smith, Jackie Snodgrass, Ghazal Tohidi, Tammy Towill, Stephanie Wells, Milton Williams, Recording Secretary: Mary Jukich

**REGRETS:** Jean Bennett, Karin Jager, Peter Ufford, Catherine Vertesi

**GUESTS:** None

Kris Bulcroft called the meeting to order.

#### 1. APPROVAL OF AGENDA

*Robert Campbell moved and Jennifer Moore seconded that:  
the Agenda be approved.*

**CARRIED**

#### 2. MINUTES

*Nicholas Collins moved and Susan Hogan seconded that:  
the Minutes of the December 7, 2010 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 e-mail shortly and, therefore, her report would be brief.

Kris Bulcroft and Jackie Snodgrass would be meeting with the Northwest Commission on Colleges and Universities regarding the self-study report and, once the Commission's report was received, the Capilano community will be advised on the results of the report.

The District of North Vancouver had been approached for an extension for variance on the Bosa Centre. An extension was approved by consent and

granted until March 31. Work continues to move forward and it is anticipated a completion date of July 30. Kris noted that she had received very positive response from the North Vancouver District and no complaints about construction noise had been registered.

### **Vice-Chair's Report**

Marion announced that Kim Bothen would assume voting rights at this meeting, as one of the representatives from Fine and Applied Arts was absent.

Ghazal Tohidi was welcomed back after an extended absence from Senate.

The Grading Profile Committee will report back in February in anticipation of further feedback from members' respective departments and faculties.

Ruth Wittenberg, President of the BC Association of Institutes and Universities, would be contacting Capilano and other new universities, BCIT, Nicola Valley and the Justice Institute with respect to meeting as a group of Senate Vice-Chairs.

Marion thanked the talented artists and potters for a very successful print and pottery sale held in December.

At the request of Marion, Milt Williams announced that the Athletics and Recreation Department would be making two presentations at the Capilano versus Kwantlen University basketball game on Friday, January 14<sup>th</sup>. Awards to the recipients of the CCAA National Scholar Awards will be presented to those students who maintained a 3.5 GPA or higher throughout the academic year, while also participating in Capilano's athletic program. This year, 14 Capilano recipients will be presented with this award.

Also, during a second presentation, Doug Abercrombie, the women's soccer head coach, on the occasion of his retirement, will be honoured. During his 15 year coaching career at Capilano, Doug earned many accomplishments including 8 BCCAA Provincial Championships and 5 National CCAA Championships in women's soccer. Senate members were encouraged to attend Friday's Capilano Blues basketball games and presentations.

#### **4. APPROVALS IN PRINCIPLE**

None.

#### **5. SENATE CURRICULUM COMMITTEE**

*Presented by: Jackie Snodgrass*

##### **(a) Resolutions**

Jackie presented the resolutions brought forward from the December 17<sup>th</sup> Senate Curriculum Committee meeting.

*Jackie Snodgrass moved and David Clarkson seconded that:*

**11/01** SCC resolutions 10/83, 10/84, 10/85, 10/86, 10/87 and 10/89 be received and adopted by Senate.

**CARRIED**

*Jackie Snodgrass moved and Jennifer Moore seconded that:*

**11/02** SCC resolution 10/88, final approval of the Digital Visual Effects Diploma, be received and adopted by Senate.

**CARRIED**

## **6. COMMITTEE RESTRUCTURING**

*Presented by: Marion Haythorne*

Marion reminded members that at the December meeting, Senate was generally in agreement with regard to the recommendation to consider changing the Budget Committee's mandate and splitting the Planning and Policy Committee into two separate committees. As well, the Senate Naming Opportunities and Senate Tributes Committee Mandate and Structure were also presented with some revisions. Senate was now requested to review preliminary revisions to the following:

- Senate Budget Advisory Committee Mandate and Structure (formerly Senate Budget and Finance Committee)
- Senate Academic Planning and Program Assessment Committee Mandate and Structure
- Senate By-law, Policy and Procedure Committee Mandate and Structure (formerly Senate Planning and Policy Committee).
- Senate Naming Opportunities Committee Mandate and Structure
- Senate Tributes Committee Mandate and Structure

Regarding the Senate Naming Opportunities Committee Mandate and Structure and Senate Tributes Committee Mandate and Structure, revisions consisted of the addition of "or alternate voting members" under the "Members" section.

On a general review of the mandate and structure of all the committees, discussion revolved around membership and ensuring that adequate representation was evident in the committees. Some members expressed concern about the potential implications if the Vice-Chair were an administrator and it was suggested that the wording of "administrator" be reviewed. Also, the possibility of having additional students as non-voting members on committees was discussed. It was noted that the "Quorum" section of the five committees had been revised from "three" to "four voting" members.

On review of the Senate Academic Planning and Program Assessment Committee Mandate and Structure and Senate By-law, Policy and Procedure Committee Mandate and Structure (formerly Senate Planning and Policy Committee), discussion arose regarding the responsibilities of each committee and having a committee structure that ties into Capilano's accreditation efforts. Members asked if the Senate Academic Planning and Program Assessment Committee would be responsible for dealing with matters of academic planning or strategic planning and which committee would be responsible for general planning of the institution.

As a result of the discussion, the draft terms of reference will be brought back to Senate for further review.

During the review of the Senate Budget Advisory Committee Mandate and Structure (formerly Senate Budget and Finance Committee), it was suggested that reference to resource allocation should be included in the mandate. The matter of membership in that only voting members of Senate could serve on this committee was re-visited. Tammy Towill, chair of the Budget Committee, reported that this issue had been reviewed several times and ultimately, the Budget Committee had made a recommendation to Senate to revise the wording of the membership of this committee to include only voting members of Senate due to the impact of confidentiality issues discussed at meetings. Some members expressed concerns with the distinction made between voting and non-voting members and the assumption that non-voting members may be acting in specific interests and not maintaining confidences. It was indicated that the most important factor was the issue that elected Senate members represent the University as a whole and not specific University groups. As a result of the discussion, it was suggested that the language be further reviewed and brought back to Senate.

#### **7. FACULTY STRUCTURE REVIEW COMMITTEE – MEMBERSHIP**

*Presented by: Marion Haythorne*

Senate was asked for volunteers to form a sub-committee in order to review the Faculty structure (6 Faculties) created during Capilano's transition from College to University. The members who volunteered for this committee were: Chris Bottrill, Darin Feist, Michael Fleming, Marion Haythorne, Susan Hogan, Paul McMillan, Jennifer Moore, Ghazal Tohidi and Milt Williams.

#### **8. OTHER BUSINESS**

None.

### **INFORMATION ITEMS**

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#### **Update on Student Health and Dental Insurance Proposal**

*Presented by: David Clarkson*

David presented a proposal for the implementation of a health insurance plan for students at Capilano University, which has been developed in response to student demand. He noted that during the week of January 24 – 28, students will participate in an online survey and the results of the survey will help in the formation of a student insurance plan. As the insurance plan will only initially cover students attending the North Vancouver campus, with benefits being extended to the Sechelt and Squamish campuses at a later date, students attending the North Vancouver campus will vote in a referendum tentatively scheduled for March 14 – 18<sup>th</sup>. David noted that there was many volunteer positions open during this process and any interested individuals should come see him. Kris thanked David for his hard work and due diligence on this initiative.

There being no further business and on motion duly made and seconded, the meeting was adjourned at 5:30 p.m.

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**Next Meeting: Tuesday, February 1, 2011.**

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