



SENATE MEETING

Tuesday, April 7th, 2020 4:00 pm
VIA MS TEAMS

MINUTES

Present: Paul Dangerfield (Chair), Ash Amlani, Christopher Ballard, Oscar Blue, Brent Calvert, Joel Cardinal, Lara Due, Marnie Findlater, David Fung, Pardis Daneshyar, Ted Gervan, Kyle Guay, Bridget Stringer-Holden Miranda Huron, Nazmi Kamal, Deb Jamison, Pouyan Mahboubi, Anthea Mallinson, Brad Martin, Lauren Moffatt, John Molendyk, Corey Muench, Alea Rzeplinski, Debbie Schachter, Nandi Sharda, Judy Snaydon, Laureen Styles, Michael Thoma, Robert Thomson, Diana Twiss, Mark Vaughan, Kyle Vuorinen, Stephanie Wells, Stephen Williams, Recorder: Mary Jukich

Regrets: None

Acknowledgement

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

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

1. Welcome

As a result of Sean Ashley's resignation from Senate, Mark Vaughan assumed voting rights for the Faculty of Arts and Sciences.

2. Approval of the Agenda

The following revision was made to the agenda:

- Item 8.1 – Chair's Report – moved to the first item on the agenda.

*Paul Dangerfield moved and Laureen Styles seconded:
To adopt the amended agenda.*

CARRIED

Paul Dangerfield, provided the Chair's report, and some of the key highlights were as follows:

- During the last four weeks, the University transitioned from face to face based classroom and service delivery to online classroom and service delivery mode. The Emergency Operation Centre (EOC) which is comprised of administrators from across the institution met frequently to assist with the transition and now continues



SENATE MEETING

Tuesday, April 7th, 2020 4:00 pm
VIA MS TEAMS

MINUTES

to meet to address ongoing concerns and requests from both students and employees.

- The University will be revisiting the recently approved budget and integrated plan in terms of revenues and expenses, and operations, as well as relooking at the five key priorities that were identified during the budget and integrated planning process. In addition, Envisioning 2030 will also guide the University in moving forward within the context of the integrated plan.
- Some decisions have been made, including the move to a remote delivery of the summer semester, as well as the important decision of moving to virtual for the June convocation.
- The University continues to work with the Federal and Provincial governments, and the Health Agencies with respect to COVID-19 and resulting impacts. Although Capilano has always been a University that delivers face to face programs and services, in the short and mid-term this will not be possible, and that the new normal will see a different delivery in terms of programming and services. To that end, as Capilano is a leader in exceptional teaching and service providers in a face to face model, the University will need to ensure that the same continues remotely.
- The campus community was thanked and acknowledged for their work in rapidly transitioning to a remote model for delivering programs and services.

3. Approval of the Minutes

*Paul Dangerfield moved and Bridget Stringer-Holden seconded:
To adopt the March 3rd, 2020 minutes.*

CARRIED

4. Correspondence Received

A written letter with a number of recommendations from student, Shelley Ferguson, was recorded as received by Senate.

With respect to the correspondence, it was suggested that through the Office of the VP Academic and Provost and the appropriate Senate committees work be undertaken to review the recommendations provided by the student in order to address possible



SENATE MEETING

Tuesday, April 7th, 2020 4:00 pm
VIA MS TEAMS

MINUTES

solutions to support students and faculty. It was also noted that the student was provided with an opportunity at the end of the Senate meeting to highlight key concerns.

Paul Dangerfield moved and Kyle Guay seconded:

20/15 Senate acknowledge the concerns raised in the letter and direct the VP Academic and Provost, the Vice-Chair of Senate, and the VP Strategic Planning, Assessment and Institution Effectiveness to review and follow up with a report to Senate within the next two weeks.

CARRIED
1 Abstention

5. Business Arising

5.1 Self-Evaluation Committee

Presented by: Paul Dangerfield

The Self-Evaluation Committee was requested to convene to begin work on the Senate self-evaluation survey and report.

5.2 Vice-Chair Nominating Committee

Presented by: Paul Dangerfield

The Vice-Chair Nominating Committee was requested to convene to determine candidates for the position of Vice-Chair of Senate.

6. New Business

6.1 COVID-19 Academic & Teaching Continuity

Presented by: Paul Dangerfield

As background, a memorandum from the VP Academic and Provost was distributed to the Senate voting members for consideration and e-vote. The memorandum set out three recommendations related to how the University would deal with the COVID-19 situation and allow the University to respond more quickly to the various needs, concerns and activities of the campus community.

On discussion, some concerns were raised with the e-vote process that it may not have allowed for adequate discussion prior to voting. However, it was noted that the University was working quickly and in going forward, consideration will be given to possible adjustments to the process.



SENATE MEETING

Tuesday, April 7th, 2020 4:00 pm
VIA MS TEAMS

MINUTES

As information, the following motions were passed by e-vote:

- Recommendation 1:

THAT the Senate, considering the evolving nature of university responses to COVID- 19, delegate the President (or designate), on the advice of the EOC Policy Group, and in close consultation with the Vice President Academic & Provost, with the authority to enact plan(s) that supports students to complete their courses, program and/or course evaluation requirements by the end of the current session, or as soon as practically possible thereafter.

- Recommendation 2:

THAT the Senate, considering the unknown future of responses to COVID-19, delegate the President (or designate), on the advice of the EOC Policy Group and in close consultation with the Vice President Academic & Provost, with the authority to enact plan(s) that maximize approaches to learning/courses and academic continuity for the summer semester (2020) including, but not limited to, the start and end dates of summer semester and modes of instruction.

- Recommendation 3:

THAT the President and Vice President Academic & Provost provide updates to Senate (at regularly-scheduled meetings) on the plans and actions for academic and teaching continuity.

**6.2 Academic Continuity Planning:
Credit/Non-Credit Option and Grade Point Average**
Presented by: Lauren Styles

As a result of the unprecedented changes that the COVID-19 pandemic has prompted and focusing on student mental health and wellbeing, and consistent with the values of the University, Senate was requested to approve the option for students to request a change from a letter grade to credit received, and excluding "F" grades from grade point averaging (GPA) for the Spring 2020 term. As such, the following motion was presented for review and discussion.



SENATE MEETING

Tuesday, April 7th, 2020 4:00 pm
VIA MS TEAMS

MINUTES

ORIGINAL MOTION

THAT for the Spring 2020 term, after final grades are submitted, students can submit a request for a credit grade (CR) rather than the letter grade, providing they have earned a D grade or higher. Such CR grades will count for credit, count towards program requirements, count toward total credits required for a program, and will be used as the minimum grade for any pre-requisite course(s).

On discussion of the proposed motion, several comments and concerns were raised, including the following:

- The Faculty of Arts and Sciences expressed concern that the “D” letter grade may not be a sufficient prerequisite for students in the Faculty to continue to the next course, and could be problematic in terms of long and short term success for students going into the next semester.
- The School of Access also raised some issues on the effects of the proposed motion to students moving through courses and not having met the true prerequisites.

In light of the comments presented, Senators were reminded that the proposed motion was a one-time change for the spring semester, and that similar conversations were taking place within other institutions across the country as a result of COVID-19 impacts.

A suggestion was presented that Senate consider a revision to the original motion to read:

THAT for the Spring 2020 term, after final grades are submitted, students can submit a request for a credit grade (CR) rather than the letter grade, providing they have earned a C- grade or higher. Such CR grades will count for credit, count towards program requirements, count toward total credits required for a program.

Some discomfort was expressed with the proposal to change to a C- because practice at the institution is that a “D” is a passing grade. As well, it was suggested that because of the COVID-19, this is the time for compassion to student wellbeing



SENATE MEETING

Tuesday, April 7th, 2020 4:00 pm
VIA MS TEAMS

MINUTES

and not specifically focus on implications that the proposal might have for students wanting to move into other programs next year.

In order to address the concerns presented with respect to the motion, and as a result of a review of Senate process with respect to voting and non-voting Senators seconding a motion, the following revised motion was presented for a vote.

Laureen Styles moved and Michael Thoma seconded:

20/16 That for the Spring 2020 term, after final grades are submitted, students can submit a request for a credit grade (CR) rather than the letter grade, providing they have earned a D grade or higher. Such CR grades will count for credit, count towards program requirements, and count toward total credits required for a program.	CARRIED 16 yes 5 no 1 abstention
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Laureen Styles moved and Stephanie Wells seconded:

20/17 That for any course where an "F" grade is assigned for Spring 2020, this will be excluded from the GPA calculation for the term.	CARRIED
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Paul Dangerfield moved and Marnie Findlater seconded:

To extend the Senate meeting to 7:00 pm.	CARRIED
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6.3 Senate Meeting: Input During COVID-19

Presented by: Paul Dangerfield

In light of the current COVID-19 pandemic, Senate has transitioned to a MS Teams platform for conducting business. The Senate MS Teams site is set up to allow conversations and ongoing discussions and chats on any issues or points of clarification in advance of meetings. Senators were encouraged to continue to provide input, verbally or in written form to ensure fulsome discussions.

6.4 Aboriginal Service Plan

Presented by: Laureen Styles



SENATE MEETING

Tuesday, April 7th, 2020 4:00 pm
VIA MS TEAMS

MINUTES

The Aboriginal Service Plan was presented to Senate as information, and a brief overview of the Plan was provided. The Plan has been in the context of previous Senate meeting conversations on how the University continues to focus on working with Indigenous communities, how the University is focusing on Indigenization and Indigenous students within the University. The funding comes from the Ministry geared towards supporting Indigenous student access and success as well as the larger institutional efforts around Indigenization. The University has received this for the last eight or nine years, although there may be some impending changes on how it is administrated and how the funding is applied.

The proposal distributed to Senate presented a general description of some of the types of things that funding has been received. The University works closely with First Nations partners and has representatives in each of their communities through the Plan, and one of those is supporting a learning and outreach facilitator who works with local Indigenous students to identify educational and career pathways, as well as Indigenization efforts largely on the North Vancouver campus through a broad range of activities, including Elders, Truth and Reconciliation Week and cultural programming.

6.5 Elections

Presented by: Kyle Vuorinen

The Registrar presented the names of the four voting students acclaimed to Senate for a one year term, August 2020 to June 2021. As well, to date, no nominations have been received for the second staff representative or the faculty representative from the Faculty of Arts and Sciences. The election process will remain open until nominations are received.

7. Committee Reports

7.1 Academic Planning and Program Review Committee

Presented by: Michael Thoma

The Committee met on March 10th. At the meeting, Aurelea Mahood, Director of Academic and Initiatives Planning (AIP) provided a follow up around the program development process and ways to make the process more robust, including the development of an academic priority framework when recommending Concept



SENATE MEETING

Tuesday, April 7th, 2020 4:00 pm
VIA MS TEAMS

MINUTES

Papers, where AIP would identify a first pass of the framework of a Concept Paper, assisting with desk research, which would also inform prioritization of program development.

7.1.3 Concept Paper - Concept Paper – XR Design and Spatial Computing Diploma

The XR Design and Spatial Computing Diploma encompasses mixed reality technologies - most commonly Virtual Reality (VR) or Augmented Reality (AR) – that are being used for a broad range of applications, from fully immersive video games and movies, through education and training, into industrial and military use cases such as digital twinning and synthetic training environments.

This diploma also addresses the rapidly emerging demand for mixed reality technology and platforms across entertainment, commercial and industrial purposes. It will also address both a training gap in the provincial undergraduate postsecondary landscape, as well as the skilled labour shortage in this rapidly evolving and revolutionary field.

Michael Thoma moved and Diana Twiss seconded:

20/18 That Senate approve that the Concept Paper for XR Design and Spatial Computing Diploma be forwarded to the Vice President, Academic & Provost with the recommendation that the target market, level of the credential and in what program area it would be offered be clarified.

CARRIED
1 Abstention

7.2 Bylaw, Policy and Procedure Committee

Presented by: Marnie Findlater

A report was not provided as the Committee will be meeting on Tuesday, April 14th.

7.3 Curriculum Committee

Presented by: Deb Jamison

7.3.1 Resolution Memo



SENATE MEETING

Tuesday, April 7th, 2020 4:00 pm
VIA MS TEAMS

MINUTES

The resolutions brought forward from the March 20th, 2020 Senate Curriculum Committee meeting were presented to Senate for approval. On discussion, Resolution 20/12 was removed from the approval pending further review of the item.

Deb Jamison moved and Diana Twiss seconded:

20/19 Resolutions 20/13 to 20/30 be approved and that Resolution 20/12 be removed. **CARRIED**

Deb Jamison moved and Lauren Styles seconded:

20/20 Resolution 20/12 be tabled and brought back by the June Senate meeting. **CARRIED**

7.4 Instructional Technologies Advisory Committee

Presented by:

A working group has been established and work initiated in looking at a teaching and learning subcommittee.

7.5 Budget Advisory Committee

Presented by: Oscar Blue

Meetings are being scheduled for April and May for presentation and discussion of timelines and approach for the revised budget.

8. Other Reports

8.1 Chair of Senate

The Chair's report was presented at the beginning of the meeting.

8.2 Vice-Chair Senate

A report was not provided by the Senate Vice-Chair.

8.3 VP Academic and Provost



SENATE MEETING

Tuesday, April 7th, 2020 4:00 pm
VIA MS TEAMS

MINUTES

Laureen Styles, VP Academic and Provost acknowledged and thanked the work of Senators and faculty during the University's transition to remote and modified learning, and the quick shift and commitment to make the transition as effective as possible under the circumstances.

8.4 Board Report

Paul Dangerfield reported that the Board is in active conversations with respect to work on the operations of finishing the term and preparing for the next term, as well as managing the integrated plan for next year.

9. Discussion Items

The students were provided an opportunity to address Senate with the concerns noted in their correspondence, as follows:

Refunds – For the students who have cancelled classes will those students be able to get refunds? Students have indicated that they were not going to be allowed a refund for cancelled classes.

Action: Shelley was going to provide details/specifics of classes that were cancelled.

Library Resources and IT Problems – although these items did not specifically relate to Senate, there were people at the table who could address these concerns.

Computers and Wi Fi – Will the University be opening up computer labs for students to take finals or open free parking so students can take quizzes in their cars if they don't want to go to computer labs?

Action: Paul will take to the EOC, but indicated that, generally speaking the University is not in a position to open more spaces on the campus as this would be going in the opposite direction from Health Officials, but the University will look at different solutions and will deal with this item at EOC.

There was also concern about clear and quick communication to students on the move to credit/no credit so that students are aware of what to expect and their options.

Action: Paul will work on the communication strategy and looping in with Laureen, Communications, and the Registrar to make sure this gets out quickly.

10. Other Business



SENATE MEETING

Tuesday, April 7th, 2020 4:00 pm
VIA MS TEAMS

MINUTES

No other business was presented.

11. Information Items

No information items were presented.

12. In Camera Session – Honorary Degrees

The meeting moved to in camera at 6:56 pm.

*Paul Dangerfield moved and Kyle Guay seconded:
To move in camera.*

CARRIED

*Paul Dangerfield moved and Kyle Guay seconded:
To move out of in camera.*

CARRIED

The meeting was adjourned at 7:15 pm.

Next Meeting: Tuesday, May 12th, 2020
