



## SENATE REGULAR MEETING

Tuesday, March 2, 2021 4:00 – 6:00 pm  
VIA ZOOM

### AGENDA

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#### ***Acknowledgement***

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

1. **Welcome**
2. **Approval of the Agenda - Decision** Senate Members
3. **Approval of the February 2, 2021 Minutes – Decision** Senate Members  
Schedule 3
4. **Correspondence Received**
5. **Business Arising**
  - 5.1 Academic Continuity – *Information* Laureen Styles  
Schedule 5.1  
Schedule 5.2
6. **New Business**
7. **Committee Reports**
  - 7.1 Academic Planning and Program Review Committee – *Information* Lauren Moffatt
  - 7.2 Bylaw, Policy and Procedure Committee - *Information* Corey Muench
  - 7.3 Curriculum Committee – *Decision* Deb Jamison
    - 7.3.1 Resolution Memo Schedule 7.1.3  
[February 12 Agenda](#) / [February 12 Draft Minutes](#)
  - 7.4 Teaching and Learning Committee - *Information* Diana Twiss
  - 7.5 Budget Advisory Committee – *Information* Michael Thoma
8. **Other Reports**
  - 8.1 Chair of Senate – *Information* Paul Dangerfield
  - 8.2 Vice Chair of Senate – *Information* Stephen Williams



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8.3 VP Academic and Provost – *Information*

Laureen Styles

8.4 Board Report – *Information*

Sonny Wong

**9. Discussion Items**

**10. Other Business**

**11. Information Items**



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### MINUTES

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**Present:** Paul Dangerfield (Chair), Emily Bridge, Joel Cardinal, Iana Dokuchaeva, Lara Duke, Ted Gervan, Kyle Guay, Bridget Stringer-Holden, Miranda Huron, Nazmi Kamal, Deb Jamison, Pouyan Mahboubi, Anthea Mallinson, Brad Martin, Lauren Moffatt, Corey Muench, Alea Rzeplinski, Debbie Schachter, Dennis Silvestrone, Judy Snaydon, Laureen Styles, Michael Thoma, Robert Thomson, Diana Twiss, Mark Vaughan, Kyle Vuorinen, Stephanie Wells, David Weston, Stephen Williams, Sony Wong, Recorder: Mary Jukich

**Regrets:** Pardis Daneshyar, Ramandeep Kaur

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#### **Acknowledgement**

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

#### **1. Welcome**

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

In the absence of John Molendyk, Robert Thomson assumed voting rights for the Faculty of Business and Professional Studies.

#### **2. Approval of the Agenda**

*Paul Dangerfield moved and Bridget Stringer-Holden seconded:  
To adopt the agenda.*

**CARRIED**

#### **3. Approval of the Minutes**

*Paul Dangerfield moved and Alea Rzeplinski seconded:  
To adopt the January 12, 2021 minutes.*

**CARRIED**

#### **4. Correspondence Received**

No correspondence was presented.

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**5. Business Arising****5.1 Academic Continuity**

*Presented by: Laureen Styles*

Laureen Styles, VP Academic and Provost, provided an update on academic continuity, which included the following highlights:

- Work is underway with Faculties collecting the adaptations to courses which will be brought to the Senate Curriculum Committee.
- It is anticipated that the summer term will be similar to where we are at the moment and, in terms of the public post-secondary framework, means that the University is in stage 4 and will continue with adaptations and focus on adapted remote mixed online and in person activities. Conversations are beginning with respect to the summer term and the collective work will be the next steps as the University moves into planning for the next academic year.
- Regular updates will continue to be provided both through Senate and at the University wide level.

**5.2 Academic Plan**

Laureen Styles provided an overview of the development of the Academic Plan, noting that the Plan is intended to be connected to Envisioning 2030 from a place of academic activities, initiatives, teaching and learning, creative activity research and scholarship.

In terms of timing, in January there was additional consultation and engagement with Faculty councils and/or like planning committees, as well as a session where faculty were invited, including the CSU, for additional input and feedback. Commentary provided through consultation indicated that there was a desire to be candid that the Plan was produced during a global pandemic and that the Plan continues to be a living document with opportunity for resetting as needed.

On discussion, a suggestion was presented to make the document more accessible and readable, and consideration be given to re-looking at the language. In this



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regard it was noted that there will be various iterations of the document, and Communications have been engaged to assist with refining the language.

*Laureen Styles moves and Dennis Silvestrone seconded:*

**21/07** That the 2030 Academic Plan be recommended to the Board of Governors for approval.

**CARRIED**

#### 6. New Business

##### 6.1 Internationalization Plan

Chris Bottrill, Director, International Centre for International Experience provided some highlights on the development of the Internationalization Plan and noted that this project has been underway for the past 2 ½ years. The Internationalization Plan maps out a journey to be globally engaged, relevant, and progressive, provides guidance through a range of strategies and actions in support of Envisioning 2030 themes of Imagination, Community, Health and Wellness, and a Distinctive Learning Experience.

In going forward, the Internationalization Plan will be taken to Senate, the Board and Faculties for feedback and comments.

##### 6.2 Senate Elections Timelines

*Presented by: Kyle Vuorinen*

Senate was presented with the timelines for the upcoming elections, with the call for nominations on February 25<sup>th</sup>, and election results announced on April 16<sup>th</sup>. All 21 students, staff and faculty, voting and non-voting, seats are up for election.

##### 6.3 Senate 2022 Meeting Schedule

*Presented by: Paul Dangerfield*

Senate was presented with the 2022 meeting schedule. The schedule follows the same schedule as for the prior year, the first Tuesday of the month, except for January and May (to accommodate the Registrar's Office with graduates), and August (to accommodate faculty returning from summer break).



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*Paul Dangerfield moved and Alea Rzeplinski seconded:*

**21/08** The 2022 Senate meeting schedule be adopted as presented.

**CARRIED**

#### 7. Committee Reports

##### 7.1 Academic Planning and Program Review Committee

*Presented by: Lauren Moffatt*

The Committee met on January 19<sup>th</sup> and reviewed four concept papers and the following recommendations were brought to Senate.

##### 7.1.1 Concept Paper - Bachelor of Arts with a major in Philosophy, Politics, and Economics

*Lauren Moffatt moved and Kyle Guay seconded:*

**21/09** Senate approve the Concept Paper for the Bachelor of Arts with a major in Philosophy, Politics, and Economics.

**CARRIED**

##### 7.1.2 Concept Paper - Graduate Diploma in Early Childhood Studies

*Lauren Moffatt moved and Alea Rzeplinski seconded:*

**21/10** Senate approve the Concept Paper for the Graduate Diploma in Early Childhood Studies.

**CARRIED**

##### 7.1.3 Concept Paper - Master of Music Therapy

*Lauren Moffatt moved and Bridget Stringer-Holden seconded:*

**21/11** The proposed Master of Music Therapy be recommended to Senate, on the condition that timing for development and implementation be revised based on (a) achieved university DQAB exempt status, and (b) university organizational structure(s) and processes for graduate programs are identified along with timeline for implementation.

**CARRIED**



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#### 7.1.4 Concept Paper - Diploma in Interactive Design

*Lauren Moffatt moved and Kyle Guay seconded:*

**21/12** That the proposed Diploma in Interactive Design be recommended to Senate, on the condition that additional refinement focus on (a) prospective student demand, (b) program distinctiveness considering a competitive landscape particularly in the lower mainland, (c) program review insights be incorporated into the planning process.

**CARRIED**

#### 7.2 Bylaw, Policy and Procedure Committee

*Presented by: Corey Muench*

The next Committee meeting is scheduled for February 9<sup>th</sup>, at which time the Committee will evaluate the policies which may be due for review.

Senate was also informed that Maria Valioux has assumed the staff position on the Committee.

#### 7.3 Curriculum Committee

*Presented by: Deb Jamison*

##### 7.3.1 Resolution Memorandum

The resolutions brought forward from the January 15<sup>th</sup>, 2021 Senate Curriculum Committee meeting were presented to Senate for approval.

*Deb Jamison moved and Bridget Stringer-Holden seconded:*

**21/13** SCC Resolutions 21/01 to 21/10 be approved.

**CARRIED**

#### 7.4 Teaching and Learning Committee

*Presented by: Stephen Williams*

The December 2020 and January 2021 Committee meetings were cancelled.



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A new Committee Chair will be elected as a result of John Molendyk's, resignation from Senate.

*Paul Dangerfield moved and Laureen Styles seconded:*  
Motion to extend the Senate meeting to 6:15 pm.

**CARRIED**

#### 7.5 Budget Advisory Committee

Presented by: Michael Thoma

During this year's budget process, the Committee was provided with the proposed Fiscal 2021/22 Operating and Capital Budget for information and discussion, as well as with a detailed presentation and review of the budget documents. The Committee was also provided with an overview of this year's integrated planning process, noting that the key focus of the institution was continuing recruitment for domestic and international students, addressing ongoing transitions that include training for faculty, digital transformation and the campus master plan, all with a focus with aligning the planning activities with the goals of Envisioning 2030.

*Michael Thoma moved and Lara Duke seconded:*

**21/14** Senate accept for information the budget documents were reviewed by the Committee and that the Committee accordingly fulfilled its mandate for the 2021/2022 budget process.

**CARRIED**

#### 8. Other Reports

##### 8.1 Senate Chair

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

- The provincial health authority has extended the state of emergency in British Columbia for another two weeks, to February 16<sup>th</sup>. As such, the University recognizes the importance of continuing to deliver good work and quality programs, and the approach will be to look as far forward as possible and at ways to continue to improve activities to attract and retain students and work around digital transformation.





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#### 8.2 Senate Vice-Chair

Stephen Williams, Vice-Chair, noted that it continues to be a distinct pleasure to serve the Senate.

#### 8.3 VP Academic and Provost

Laureen Styles, VP Academic and Provost, reported that work continues with academic policies.

#### 8.4 Board Report

Sonny Wong, Board representative on Senate, provided a report from the January 26, 2021 Board meeting, and some of the key highlights were as follows:

- The Board received a comprehensive report on the University's affairs from the President.
- The Board received a report on the Premier's Mandate Letter to the Ministry of Advance Education and Skills Training.
- The Board received a financial update for fiscal year 2020-2021 and an update on the Ministry of Advanced Education and Skills Training's Deficit Direction and Forecast Timelines.
- The Board received an update on the development of a new Academic Plan from the Vice President Academic and Provost.
- The Board approved three Stage 1 degree proposals for consideration by the Minister of Advanced Education and Skills Training:
  - Bachelor of Environment and Society
  - Bachelor of Science with a Major in Applied Clean Technology
  - Bachelor of Science with a Major in Life Sciences with concentrations in Biomedical Sciences, Environmental and Organismal Biology and Human Health and the Environment.

The Board approved the discontinuation of the Business Administration Advanced Certificate.



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**9. Discussion Items**

No discussion items were presented.

**10. Other Business**

No other business were presented.

**11. Information Items**

No information items were presented.

The meeting was adjourned at 6:10 pm.

**Next Meeting: Tuesday, March 2, 2021**

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DRAFT

# MEMO

**To:** Paul Dangerfield, Chair, Senate  
**From:** Dr. Laureen Styles, Vice President Academic & Provost  
**Subject:** Summer 2021 terms  
**Date:** February 23, 2021

## BACKGROUND

Subsequent to our rapid pivot to remote adapted learning, two full academic terms have also run in this manner (Summer, 2020, Fall 2020), and we are in our third term (Spring 2021) of our COVID-19 pandemic adaptations. With the amazing commitment and work undertaking by faculty, students and academic staff, in collaboration with many units across the university, academic continuity has been maintained, and in some situations, novel approaches and teaching-learning improvements are being experienced. As a university our academic programming, other related activity (e.g., research with human participants), and future planning continues to be consistent with and guided by the [post-secondary education restart guidelines](#), directives and expectations as identified by the Public Health Officer (PHO) and other information available from various sources such as WorkSafeBC, our sector association, and the Ministry of Advanced Education, Skills and Training. Regular updates on academic continuity continue to be provided at monthly Senate meetings.

## PROCESS AND TIMELINES

Planning for Summer 2021 term began over the late Fall with our commitments to maintain our academic calendar and scheduling timelines. The established timelines afford sufficient time to carry out consultative discussions within Schools and Faculties, and the multiple steps required through Scheduling. Considering existing guidelines and requirements, and the absence of any new information that signals options to safely increase in-person classes and PHO restrictions being maintained, Deans, chairs, coordinators and convenors have been working with these planning assumptions to solidify course plans. The primary mode of instruction continues to be primarily remote/adapted delivery, with limited in-person classes where specific learning outcomes/learning spaces, etc. are required, as was done for the last two terms. A brief university update will be provided for Summer 2021 courses not later than February 26, 2020.

## RECOMMENDED MOTION:

*THAT Senate receive the update regarding the Summer 2021 term for information.*



# MEMO

**To:** Paul Dangerfield, Chair, Senate  
**From:** Dr. Laureen Styles, Vice President Academic & Provost  
**Subject:** Our next steps together: Academic planning 2021/22 academic year  
**Date:** February 23, 2021

## Overview

Since March, 2019 we have been responding, adapting, adjusting and undertaking iterative planning in response to the unfolding and persistent global COVID-19 pandemic. At times, university decisions have been primarily based on health and safety requirements, and at other junctures, there have been more robust consideration of factors to plan and delivery academic programming and related activities and maintaining a focus on health and safety of employees and learners. There has been an amazing capacity within faculty, students, academic staff and many many individuals across the university to contribute to academic continuity, focusing on learning, and taking up opportunities for innovations and positive experimentation for enhanced quality in teaching and learning.

With the advent of vaccinations and specifically the provincial plan, focused discussions, dialogue and steps together across the university will assist to best position us for the Fall semester and beyond. Scaling up in-person academic programming and activities on our campuses and learning locations (as it becomes feasible to do so) aligned with Envisioning 2030 and the academic plan will take some time considering a range of interdependencies.

Recognizing uncertainties with the ongoing pandemic, academic planning (specifically timetabling and mode of course delivery/ies) is recommended as follows:

**Recommendation:**

*THAT planning for Fall 2021 (and timetabling) proceed on the assumption of 'no Provincial Health Officer [PHO] restrictions' and thus return to full in-person capacity, and an alternative schedule be co-developed considering ongoing expectations for physical distancing, based on current PHO restrictions/post-secondary guidelines.*

## Background and considerations

Since March 2019, the primary mode of instruction has been remote/adapted, with some mixed mode and some in-person courses at the campuses. The approximately 10% of courses in the latter

two modes in the Fall 2020 and Spring 2021 terms were prioritized based on teaching and learning requirements (e.g., lab equipment required, highly experiential, practicums, etc.). The public post-secondary [Go-Forward Guidelines](#) (February 2021 edition) have been utilized and maintained. With sound approaches and high collaboration right across the university, we have demonstrated that in-person courses can run effectively and safely, maintaining health and safety requirements and recommendations. The university also took a conservative approach with regards to space and course planning, given the uncertainties of the pandemic and that we were forging new ground as we worked together to maintain academic continuity, safety, and concurrently fostering quality teaching and learning to the extent possible.

### **Fall term planning**

Fall registration opens for students near the beginning of July, with the final timetable being available by the end of May. While there may be some minor adjustments of dates for each step of the timetable development, our commitment remains to have registration open to students at or around July 5, 2021. *Consultation and input in multiple forums will be desired and necessary.*

For planning purposes there are two main scenarios:

- (a) Schedule Fall classes with an assumption that PHO restrictions will be lifted and that vaccinations will have created the necessary immunity for safe working and learning environments\*
- (b) Schedule Fall classes with an assumption that PHO restrictions will remain in place and allows for in person instruction with current physical distancing expectations (2m) utilizing all available teaching and learning spaces to maximize on campus classes (mixed mode and fully in-person)
  - We have current underutilized learning spaces at both campuses and CapULonsdale (as per Spring 2021) that can be timetabled into and thus safely increase in-person courses through full scheduling Monday through Saturday, including evenings

\* the last year of remote/adapted teaching and learning has also afforded a space of innovation and creativity that can be reviewed in purposeful and learning-focused ways at the program/departmental levels to inform Fall determinations of the mode(s) of delivery of courses within programs.

For timetabling purposes, the recommendation is for (a) as the 'best case'. Shifting from scenario (a) to (b) can occur at any time along the planning timeline while keeping to the published registration dates for students, as new information becomes available. In order to be best prepared as needed with scenario (b), it is also recommended that courses to proceed for mixed-mode or in-person under scenario (b) also be identified (departmental and dean). For the latter, space guidelines and other consideration will be provided to deans through the Vice President Academic & Provost working in collaboration with Facilities (space planning and Occupational Health & Safety).

As noted in the overview, the recommendation is to schedule maximum in-person for the purposes of timetable planning as it is much easier to shift from in-person mode to mixed or adapted online as needed/required. This is being done given the information to date (albeit optimistically), and that there is strong rationale to lift up in-person teaching and learning and academic services and supports.



## SENATE CURRICULUM COMMITTEE RESOLUTION MEMO

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**DATE:** February 16, 2021  
**TO:** Paul Dangerfield, Chair, Senate  
**FROM:** Deb Jamison, Chair, Senate Curriculum Committee

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The following motions were carried by the Senate Curriculum Committee at its meeting on February 12<sup>th</sup>, 2021.

- 21/11** The program name change of Digital Visual Effects Diploma to Visual Effects for Film, Streaming and Immersive Media Diploma be recommended to Senate for approval.
- 21/12** The revisions to KINE 190 – Anatomy and Physiology I be recommended to Senate for approval.
- 21/13** The revisions to the Degree in Kinesiology and Diploma in Kinesiology program profiles be recommended to Senate for approval.
- 21/14** The prerequisite revisions to TOUR 455 – Adventure Tourism Community-Based Economic Development, as well as Cap Core designation under the heading *Self and Society*, be recommended to Senate for approval.
- 21/15** The new course, BIOL 209 – Fundamentals of Physiology, as well as designation as a Science Course and Cap Core designation under the heading *Science and Technology*, be recommended to Senate for approval.
- 21/16** The new course, LAW 312 – Cannabis Law be recommended to Senate for approval.
- 21/17** The new course, LAW 325 – Constitutional Law, as well as Cap Core designation under the heading *Self and Society*, be recommended to Senate for approval.
- 21/18** The revision of LAW 430 – Aboriginal Law from a 400-level course to a 300-level course, as well as the equivalency of both courses, be recommended to Senate for approval.
- 21/19** The revisions to the Bachelor of Legal Studies (Paralegal) Degree and the Paralegal Certificate program profiles be recommended to Senate for approval.
- 21/20** The revisions to the Business Administration Certificate program profile be recommended to Senate for approval.



## SENATE CURRICULUM COMMITTEE RESOLUTION MEMO

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- 21/21** The revisions to BTEC 300 – Accounting Assistant Practicum be recommended to Senate for approval.
- 21/22** The revisions to the Accounting Assistant Certificate, Accounting Assistant Diploma, and the Bachelor of Business Administration Degree program profiles be recommended to Senate for approval.
- 21/23** The prerequisite revisions to BMKT 364 – Consumer Behaviour be recommended to Senate for approval.
- 21/24** The revision to the contact hours of AEM 345 – Advanced Media Relations, Marketing and Promotions; AEM 347 – Advanced Financial Management in Arts and Entertainment Management; AEM 348 – Advanced Resource Development: Grantsmanship, Sponsorship and Fundraising; and AEM 350 – Advanced Production and Tour Management be recommended to Senate for approval.
- 21/25** The 2022 SCC meeting schedule be approved as presented.

  
Deb Jamison, Chair  
Senate Curriculum Committee

Date: Feb. 16, 2021

Paul Dangerfield  
Chair, Senate

Date: