



## SENATE MEETING

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

### MINUTES

---

**Present:** Stephen Williams (Vice Chair), Emily Bridge, Joel Cardinal, Pardis Daneshyar, Iana Dokuchaeva, Lara Duke, Ted Gervan, Kyle Guay, Bridget Stringer-Holden, Nazmi Kamal, Deb Jamison, Pouyan Mahboubi, Anthea Mallinson, 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, Sonny Wong, Recorder: Mary Jukich

**Regrets:** Paul Dangerfield, Miranda Huron, Ramandeep Kaur, Brad Martin, Lauren Moffatt

---

#### ***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 Vice Chair called the meeting to order at 4:00 pm.

In the absence of Lauren Moffatt, Mark Vaughan assumed voting rights for the Faculty of Arts and Sciences.

As a result of the vacant seat, Robert Thomson assumed voting rights for the Faculty of Business and Professional Studies.

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

*Laureen Styles moved and Alea Rzeplinski seconded:*  
To adopt the agenda.

**CARRIED**

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

*Ted Gervan moved and Bridget Stringer-Holden seconded:*  
To adopt the February 2, 2021 minutes.

**CARRIED**

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

No correspondence was presented.



## SENATE MEETING

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

### MINUTES

---

#### 5. Business Arising

##### 5.1 Academic Continuity

*Presented by: Laureen Styles*

##### ***Summer 2021 Term***

For information, Senate was provided with an update regarding the 2021 Summer term which indicated that the primary mode of instruction will continue to be 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.

*Laureen Styles moved and Bridget Stringer-Holden seconded:*

**21/15** Senate receive the update regarding the Summer 2021 term for information, with a correction in the memo under "Process and Timeline to read 'no later than March 4, 2021'".

**CARRIED**

##### ***Fall 2021 Term***

Senate was requested to consider a recommendation from the Vice President Academic & Provost suggesting that course timetabling for the fall semester operate on the assumption that the University will return to in-person classes across all campuses. This assumption would mean that the Provincial Health Officer has lifted all, or most, restrictions. Where restrictions are maintained or modified, fall term classes could shift to remote/alternate delivery offerings.

No motion was requested on the recommendation, and the following feedback was provided by Senate:

- In terms of two possible schedules, whether it may be more simplified to have only an in-person schedule and if required then move back to online.
- There may be several variables, including which sections may or may not be online, as well as safety reasons, which may not be all resolved by July 5.
- There may be an impact to international students if full in-person teaching and learning resumes in the fall.



## SENATE MEETING

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

### MINUTES

---

- An alternate schedule may affect workload, labs, studios, etc.
- It should be as clear as possible whether courses will be online or not as that will be something that students will consider when choosing courses to work it around work schedules. This is equally important for instructors who are figuring out their schedules and how they will structure their courses as well. Perhaps there could be a system where it shows in-person no matter what (eg. labs), in-person if possible, or online no matter what.
- Another consideration is to ensure services are available for students if in-person resumes, such as food services, support services, and adequate transit.

#### 6. New Business

No new business was presented.

#### 7. Committee Reports

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

*Presented by: Stephen Williams*

The Committee met on February 9<sup>th</sup> and reviewed the 1-year progress reports for the Program Reviews for the following programs:

- Arts and Entertainment Management
- Theatre
- Tourism

All progress reports were complete.

##### 7.2 Bylaw, Policy and Procedure Committee

*Presented by: Corey Muench*

The Committee met on February 9<sup>th</sup> and reviewed B.102 Policy Development and Management Policy in order to familiarize on how policies are brought to the Committee. The Committee also discussed the list of policies that are due for review and identified those that are the most relevant and may be given priority at future meetings. At the next meeting, the Committee will be re-examining the



## SENATE MEETING

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

### MINUTES

---

Academic Agreements Policy and reviewing the Grade Assignment During an Academic Disruption Policy.

#### 7.3 Curriculum Committee

*Presented by: Deb Jamison*

##### 7.3.1 Resolution Memorandum

The resolutions brought forward from the February 12, 2021 Senate Curriculum Committee meeting were presented to Senate for approval.

*Deb Jamison moved and Stephanie Wells seconded:*

**21/16** SCC Resolutions 21/11 to 21/25 be approved.

**CARRIED**

#### 7.4 Teaching and Learning Committee

*Presented by: Diana Twiss*

The Committee met on February 16<sup>th</sup> and Diana Twiss was acclaimed as Chair of the Committee. In going forward, the Committee will be looking at successes or possible improvements with respect to teaching and learning during the pandemic.

#### 7.5 Budget Advisory Committee

*Presented by: Michael Thoma*

The Committee met on February 11<sup>th</sup> and was provided with a summary of the financial results for the period ending December 31, 2020 and the third quarter forecast. The third quarter forecast is the final forecast for the fiscal year. The next Committee meeting will be scheduled to share the final fiscal 2020-21 year-end actual results once the auditors have completed the audit and around the same time as the Finance and Audit Committee meeting, which has been set for May 20<sup>th</sup>.

### 8. Other Reports

#### 8.1 Senate Chair

A report was not provided as the Chair was absent from the meeting.



## SENATE MEETING

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

### MINUTES

---

#### 8.2 Senate Vice-Chair

Stephen Williams, Vice-Chair, reminded members that nominations for positions on Senate close on March 11, 2021.

The Vice-Chair also acknowledged and recognized the Board of Governor's appreciation for the work that is done through Senate and the Senate subcommittees, and the perspectives that Senate brings on academic governance.

#### 8.3 VP Academic and Provost

Laureen Styles, VP Academic & Provost provided the following updates:

- Work is focused in moving into the summer and fall planning.
- The Academic Plan was approved at the February 23<sup>rd</sup> Board of Governors meeting, and the next steps will be to continue to recognize that the Academic Plan is an internal working document.
- The President's Advisory Committee for the Academic Freedom Policy has been struck and additional communication will be provided to the campus community.
- Recognition was provided for the ongoing work with the three transfer and articulation agreements recently signed.

#### 8.4 Board Report

Sonny Wong, Board of Governors representative on Senate, provided the following report:

- The Board received reports from:
  - Board Chair
  - Finance and Audit Committee
  - Governance and Planning Committee
  - Investment Management Committee

**SENATE MEETING**

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

**MINUTES**

---

- The Board received a report on the Senate from the Vice Chair of Senate (Stephen Williams) as well as a comprehensive report on the University's affairs from the President.
- The Board received the Integrated Plan 2021/22 to 2023/24, and approved the 2021/22 operating and capital budget. The Board also approved a 2% increase in tuition and mandatory fees for domestic and international students for the 2021/22 academic year; 2D, 3D, and VFX programs are exempt from this increase.
- The Board received fiscal year 2020-2021 financial statements for Period 9 ending Dec 31, 2021 and Q3 forecast.
- The Board approved an annual distribution rate of 4% from the Capilano University Foundation Investment portfolio.
- The Board approved the Academic Plan 2030 as recommended by Senate.

The next meeting is on March 30, 2021.

**9. Discussion Items**

The CFA President, Faculty member in Costuming for Stage and Screen Program, and Senator, Anthea Mallinson, has been nominated for an Excellence in Textile Arts Award from the Canadian Alliance of Film & Television Costume Arts & Design (CAFTCAD).

**10. Other Business**

No other business was presented.

**11. Information Items**

No information items were presented.

The meeting was adjourned at 5:05 pm.

**Next Meeting: Tuesday, April 6, 2021**

---