



SENATE MEETING

Tuesday, October 5, 2021 4:00 pm
VIA ZOOM

MINUTES

Present: Stephen Williams (Acting Chair), Tania Alekson, Deanna Baxter, Oscar Blue, John Brouwer, Pardis Daneshyar, Sue Dritmanis, Iana Dokuchaeva, Lara Duke, Brian Ganter, Christy Goerzen, Kyle Guay, Miranda Huron, Deb Jamison, Khwaish Kochhar, Maia Lomelino, Pouyan Mahboubi, Anthea Mallinson, Brad Martin, Zabir Montazar, Corey Muench, Essya Nabbali, Lesley Nelson, Jennifer Nesselroad, Dennis Silvestrone, Anmol Singla, Laureen Styles, Michael Thoma, Robert Thomson, Diana Twiss, Kyle Vuorinen, Sonny Wong, Recorder: Mary Jukich

Regrets: Joel Cardinal, Paul Dangerfield, Stephanie Wells

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

Deanna Baxter was introduced as the new non-voting representative from the Faculty of Arts and Sciences.

In the absence of Stephanie Wells, John Brouwer assumed voting rights for the Faculty of Global and Community Studies.

2. Approval of the Agenda

Item #7.4 Teaching and Learning Committee Report was changed from decision to an information item.

*Laureen Styles moved and Khwaish Kochhar seconded:
To adopt the amended agenda.*

CARRIED

3. Approval of the Minutes

A minor formatting error was noted on the minutes.

*Deb Jamison moved and Diana Twiss seconded:
To adopt the September 7, 2021 minutes.*

CARRIED



SENATE MEETING

Tuesday, October 5, 2021 4:00 pm
VIA ZOOM

MINUTES

4. Correspondence Received

No correspondence was presented.

5. Business Arising

5.1 Volunteers for Senate Subcommittees

Presented by: Stephen Williams

Members were encouraged to volunteer to serve on the remaining subcommittee vacancies.

6. New Business

6.1 Annual Academic Schedule

Presented by: Kyle Vuorinen

The 2022/2023 Academic Schedule of Important Dates was presented to Senate for information. It was noted that the dates on the Schedule were drawn up in accordance with policy, and the significant change was the 2023 spring convocation dates. Normally, spring convocation takes place on the Monday and Tuesday in June, however at the request of the Events Office, the spring convocation was being shifted to Friday, July 9 and Saturday July 10, 2023.

On discussion, it was noted that the Academic Schedule as presented to Senate did not accurately reflect the July dates verbally reported by the Registrar.

A concern was also raised that, if the spring convocation shifts to July, more conversations are required given that this would be out of cycle with other institutions. In this regard, it was suggested that a rationale be provided to support a shift to a July convocation date, and this be brought back to the November Senate meeting.

Feedback was also provided that a July convocation could be problematic as students may go on vacation, and as faculty are on vacation as of June 15, may not be available to attend the ceremonies.

6.2 Extension of Temporary Acceptance of Duolingo

Presented by: Kyle Vuorinen



SENATE MEETING

Tuesday, October 5, 2021 4:00 pm
VIA ZOOM

MINUTES

In response to Covid-19, the University has been accepting the Duolingo Test of English on a temporary basis. Given the ongoing pandemic, and the challenges students may face to access traditional in-person tests of English as a foreign language, Senate was requested to approve extending the acceptance of Duolingo until the end of the Fall 2022 semester. It was noted that a small study undertaken of students admitted in Fall 2020 with Duolingo perform as well as students who have been admitted with traditional tests such as IELTS and TOEFL.

On discussion, an issue was raised that provincially among EAP Departments, the shared concern is that the Duolingo Test may not place students accurately, and students who take the test online may not be the same students who show up in class. There are also discussions within the EAP Departments on possibly implementing criteria on the results when doing admission for English language requirement.

As the request for extension of the Duolingo Test was brought to Senate for approval, a point of order was raised that in terms of governance, there is a University policy that sets out a process to establish an appropriate level of English proficiency. Accordingly, with the unanimous consent of Senate, the item was considered as information, and the motion to approve withdrawn.

7. Committee Reports

7.1 Academic Planning and Program Review Committee

Presented by: Stephen Williams

The Committee met on September 14th at which time Sue Dritmanis was elected as Chair. The Committee confirmed the 2021/2021 program review cycle as complete for both the Bachelor of Design in Visual Communication and related programs, as well as for the Public Administration and related programs. The Committee also had an opportunity to review and provide input on the institution report for the Quality Assessment Process Audit (QAPA).

7.2 Bylaw, Policy and Procedure Committee

Presented by: Corey Muench

The Committee met on September 28 and reviewed the Academic Integrity Procedures, and it is anticipated that the document will be brought for approval to the November Senate meeting.



SENATE MEETING

Tuesday, October 5, 2021 4:00 pm
VIA ZOOM

MINUTES

7.2.1 S2021-02 Research Ethics Policy: Research with Human Participants

The new Research Ethics Policy and Procedures underwent considerable consultation over the past two years. Consultation included in-person and virtual presentations to all five Faculties and sub-groups, the Academic Leadership Collective, the Senior Leadership Committee, the Capilano Faculty Association, the Office of Indigenous Affairs and Education, the SLC Policy and Procedures Committee and the Senate Bylaw, Policy and Procedure Committee (SBPP). In addition to these presentations, all employees of the university were invited to submit written feedback through Frontlines, and an emailed Constant Contact request.

On review and discussion of the Policy, a minor housekeeping revision in terms of reformatting and renumbering was requested to section 4.1c), paragraph i.

Corey Muench moved and Diana Twiss seconded:

21/36 That Senate approve S2021-02 Research Ethics Policy:
Research with Human Participants.

CARRIED

7.2.2 S2021-02-01 Research Ethics Procedure: Research with Human Participants - Research Ethics Board

Corey Muench moved and Diana Twiss seconded:

21/37 That Senate approve S2021-02-01 Research Ethics
Procedure: Research with Human Participants – Research Ethics
Board.

CARRIED

7.2.3 S2002-01 Research Ethics Policy: Research With Human Subjects

The S2002-01 Research Ethics Policy: Research With Human Subjects was rescinded as it was replaced with the newly approved Policy and Procedures.

Corey Muench moved and Lara Duke seconded:



SENATE MEETING

Tuesday, October 5, 2021 4:00 pm
VIA ZOOM

MINUTES

- 21/38** The S2002-01 Research Ethics Policy: Research with Human Subjects be rescinded.

CARRIED

7.2.4 Faculty of Global and Community Studies Bylaws

The Faculty of Global and Community Studies Bylaws were previously approved by Senate; however, some further revisions to operational details and terminology were undertaken in order to facilitate the enactment of the bylaws and to better align with current job titles in the Faculty.

Corey Muench moved and Diana Twiss seconded:

- 21/39** That Senate approve the revisions to the Faculty of Global and Community Studies Bylaws.

CARRIED

7.3 Curriculum Committee

Presented by: Deb Jamison

7.3.1 Resolution Memorandum

The resolutions brought forward from the September 17th Senate Curriculum Committee meeting were presented to Senate for approval.

On discussion, a concern was raised around Resolution #21/64 and it was suggested that in future, it may be beneficial for courses that have internship or work experience in the title include consultation with an area that has responsibility or involvement with work integrated experiences in their courses.

Deb Jamison moved and Brad Martin seconded:

- 21/40** Senate approve SCC Resolutions 21/64 to 21/68.

CARRIED

7.4 Teaching and Learning Committee

Presented by: Diana Twiss

The Committee met on September 21st and reviewed a proposal for a Certificate in University Teaching and Learning developed by the Centre for Teaching



SENATE MEETING

Tuesday, October 5, 2021 4:00 pm
VIA ZOOM

MINUTES

Excellence. This Certificate consists of six modules, and will be offered for free to faculty working at the University.

It was noted that as the proposal was not a credential program, the item was brought to Senate for information only. The proposal was reviewed by Academic Leadership, and aligns with the Academic Plan in terms of ongoing commitments to excellence in teaching and learning.

7.5 Budget Advisory Committee

Presented by: Michael Thoma

The Senate Budget Advisory Committee will meet on October 21, 2021 to review the Quarter 2 forecast and for an update on integrated planning.

8. Other Reports

8.1 Senate Chair

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

8.2 Senate Vice-Chair

Stephen Williams, Vice-Chair, reported that Senate and Senate subcommittees continue to run efficiently in a remote framework. As well, members were reminded to volunteer to fill the remaining vacancies on the subcommittees.

8.3 VP Academic and Provost

Laureen Styles provided the VP Academic and Provost report, including the following highlights:

- Work continues on the Quality Assurance Process Audit (QAPA). The Senate Curriculum Committee and Senate Academic Planning and Program Review Committee were acknowledged for their feedback and recommendations, as well as the contributions of the QAPA advisory committee on the self-study. The four programs that will be the focus of the review are the Education Assistant Certificate, the Bachelor of Music Therapy, the Bachelor of Business Administration and the Bachelor of Arts with a Major in Interdisciplinary Studies. The site visit is scheduled for January 2022.



SENATE MEETING

Tuesday, October 5, 2021 4:00 pm
VIA ZOOM

MINUTES

- With respect to course mode adaptations made post October 8, the previous process will be used wherein the list of courses that were revised in terms of their mode of delivery for the fall term will be brought forward to the Senate Curriculum Committee in November as information.

8.4 Board Report

Sonny Wong, Board representative, provided the report from the September 28, 2021 Board meeting, and some of the key highlights were as follows:

- The Board and its Committees held annual orientation and planning meetings in late August and early September, including equity, diversity and inclusion training for the Board, the university's executive team and the Board's resource staff.
- The Board declared two vacant positions: one elected student representative and one Provincial Government appointed position.
- The Board welcomed two new members and welcomed back several reappointed and reelected members:
 - Nancy Lucas – elected faculty representative
 - Rose Anza-Burgess – elected staff representative
 - Duncan Brown, Andrew Petrozzi and Sonny Wong – reappointed by the Provincial Government
 - Oscar Blue – reelected student representative
 - Majid Raja – reelected faculty representative
- The Board approved a second five-year term for President Paul Dangerfield and a renewed Employment Agreement from October 1, 2021 to September 30, 2026.
- The Board appointed KPMG as the University's external auditor, based on a competitive process and also approved a five-year contract with KPMG to provide external audit services from 2021-22 to 2025-26, with an option for two one-year extensions.
- The Board approved the Five-Year Capital Plan from 2022-23 to 2026-27.



SENATE MEETING

Tuesday, October 5, 2021 4:00 pm
VIA ZOOM

MINUTES

The next Board meeting is on November 30, 2021

9. Discussion Items

No discussion items were presented.

10. Other Business

No other business was presented.

11. Information Items

No information items were presented.

The meeting was adjourned at 5:33 pm.

Next Meeting: Tuesday, November 2, 2021
