



SENATE MEETING

Tuesday, December 6, 2011 4:00 pm LB322

MINUTES

PRESENT: Kris Bulcroft (Chair), Marion Haythorne, Tania Alekson, Jean Bennett, Chris Bottrill, Parker Busswood, Robert Campbell, David Clarkson, Nicholas Collins, Kelsey Didlick, Darin Feist, Michael Fleming, Brandon Hofmarks, Susan Hogan, Karin Jager, Jordon Liden, Clay Little, Karen McCredie, Paul McMillan, Grace McNab, Jennifer Moore, Claire Queree, Gordon Rudolph, Tim Schouls, Sandra Seekins, Jackie Snodgrass, Tammy Towill, Catherine Vertesi, Recording Secretary: Mary Jukich

REGRETS: Herbert Cruz, Cristina Delgado, Graham Fane, Reini Klein, Sonja Lebens, Peter Ufford, Stephanie Wells, Milton Williams

GUESTS: None

Kris Bulcroft called the meeting to order at 4:00 p.m.

1. APPROVAL OF AGENDA

*Robert Campbell moved and Jackie Snodgrass seconded that:
the Agenda be approved.*

CARRIED

2. MINUTES

*Tammy Towill moved and Sandra Seekins seconded that:
the Minutes of the November 1, 2011 meeting be approved.*

CARRIED

During the review of the minutes, it was suggested a "Business Arising" section be included in future Senate agendas.

3. CHAIR AND VICE-CHAIR'S REPORTS

Chair's Report

Kris announced that the District of North Vancouver had granted the University provisional occupancy of the Bosa Centre.

Senators were advised that the report from NWCCU will be posted for the campus community once it has been approved at the Commission's Board meeting in January.

Kris reported that she had attended the World Science Forum in Budapest Hungary.

With respect to the Faculty Structure review, Jackie reported that meetings had taken place with Deans and discussions will continue with appropriate areas and Senate.

Vice-Chair's Report

Claire Queree, the new alternate representative from the Faculty of Fine and Applied Arts, was introduced and welcomed.

Marion reported that the faculty vacancy on the Tributes Committee had been filled by Nick Collins.

Senators were reminded that Ruth Wittenberg, President of the BC Association of Institutes and Universities, along with members of other institutions, would be attending the University on January 20. Two Senators were requested to volunteer to participate at the round table discussions.

Marion advised that the link to the moodle site containing relevant documentation used and developed by the Faculty Structure Review Committee had been emailed to all Senators.

Marion thanked the Grad Committee and everyone involved with the Fall convocation for a very well run event.

4. APPROVALS IN PRINCIPLE

None.

5. SENATE CURRICULUM COMMITTEE

Presented by: Jackie Snodgrass

(a) Resolutions

Jackie presented the resolutions brought forward from the November 18th Senate Curriculum Committee meeting.

Jennifer Moore moved and David Clarkson seconded that:

11/47 SCC resolutions, 11/65 through 11/75, be received and adopted by Senate.

CARRIED

6. SENATE BUDGET ADVISORY COMMITTEE

Presented by: Tammy Towill

Tammy reported that the Committee had not met since the last Senate meeting. However, a meeting would be scheduled in January to review data produced to date with regard to the Strategic Direction: 2012-2013 Strategic Priorities document as well as to consider the possibility of a campus-wide forum.

Senators were encouraged to contact Committee members with regard to any issues or comments.

7. SENATE ACADEMIC PLANNING AND PROGRAM ASSESSMENT COMMITTEE

Presented by: Jackie Snodgrass

The Committee held its first meeting on November 15 and reviewed and discussed its mandate. With regard to assessment reporting, the Committee proposed a timeline with a suggested reporting due date of June 15, a final due date of August 31 and plans due Friday, September 28.

8. GRADING PROFILE COMMITTEE

Presented by: David Clarkson/Susan Hogan

David reported that the Committee had met and discussions had indicated that a survey would not be conducted at this time. The Committee will continue its work and report back to Senate.

9. SENATE BY-LAW, POLICY AND PROCEDURE COMMITTEE

Presented by: Robert Campbell

(a) Course Outline and Course Approval Policy

Robert provided a brief history of the development of the policy and Senate was requested to approve the policy. During the review, some wording amendments were requested.

Robert Campbell moved and Jackie Snodgrass seconded that:

11/48 The Course Outline and Course Approval Policy, with the amendments as suggested, be approved by Senate.

CARRIED

Robert reported that as requested by Senate, the Committee had further discussions on where the Membership in Faculties and Voting Rights: Some Technical Issues document be housed, and concluded that the document be incorporated into the Board and Senate Election Procedures. The Board and Senate Election Procedures are currently being revised by the Registrar and the Committee will be reviewing a further draft on December 13. If the Committee reaches a consensus with regard to the revisions, the Board and Senate Election Procedures will be brought to the January Senate meeting.

11. REGISTRAR

Presented by: Karen McCredie

(a) Academic Schedule 2012/2013

Senators reviewed the 2012/2013 academic schedule incorporating two changes from standard year to year practices. The 2012/2013 academic schedule indicates the new Family Day in 2013 and the move to only one convocation ceremony.

Senators discussed the advantages and disadvantages of holding the new student orientation on the day after Labour Day.

Tammy Towill moved and Parker Busswood seconded that:

11/49 The 2012/2013 academic schedule, as presented, be approved by Senate.

CARRIED

(b) Graduates

Karen presented a list of late Fall 2011 Capilano graduation applicants who had met the graduation criteria and program requirements to graduate.

David Clarkson moved and Jackie Snodgrass seconded that:

11/50 Upon verification by the Registrar's Office that all credential requirements have been met, the Chancellor and the Senate of Capilano University approve the conferring of the credentials.

CARRIED

INFORMATION ITEMS

Information Item #1 – Elected Member Terms

Senators were informed that member terms will end on July 31 and elections will be held in early spring 2012.

There being no further business and on motion duly made and seconded, the meeting was adjourned at 5:00 p.m.

Next Meeting: Tuesday, January 10, 2012.
