



SENATE MEETING

Tuesday, May 5, 2009 4:00 pm LB322

MINUTES

PRESENT: Greg Lee (Chair), Marion Haythorne, Jean Bennett, Kim Bothen, Chris Bottrill, John Boylan, Robert Campbell, Herbert Cruz, Darin Feist, Michael Fleming, Mary Giovannetti, Karen Hodson, Karin Jager, Dorothy Jantzen, Reini Klein, Paul McMillan, George Modenesi, Jen Moses, Brendan O'Donnell, Trevor Page, Gordon Rudolph, Itidal Sadek, Tim Schouls, Sandra Seekins, Nicolle Smith, Jackie Snodgrass, Tammy Towill, Catherine Vertesi, Recording Secretary: Mary Jukich

REGRETS: Nicholas Collins, Kevin Cripps, Patrick Donahoe, Casey Dorin, Susan Hogan, Sarah Szloboda, Peter Ufford, Keith Van, Milton Williams

GUESTS: Giselle Aiabens, Seanna McPherson

Greg Lee called the meeting to order.

1. APPROVAL OF AGENDA

Item 7(c) should not be listed under Registrar and should instead be listed as a separate item.

Kim Bothen moved and Jackie Snodgrass seconded that:
the amended Agenda be approved.

CARRIED

2. MINUTES

A correction was noted on the minutes. On page 5, Item #10(b), the "\$35 graduation fee" should read "\$30 graduation fee".

Jean Bennett moved and Tammy Towill seconded that:
the amended Minutes of the April 7, 2009 meeting be approved.

CARRIED

3. CHAIR'S REPORT

The President reported that Keith Van, one of the student representatives on Senate, had resigned in order to pursue his studies. With the resignation of Brendan O'Donnell, two student positions were declared vacant on Senate.

VICE-CHAIR'S REPORT

The Vice-Chair reported that she had attended the IDEA grad show at Harbour Centre as well as the North Vancouver Chamber of Commerce Luncheon, where the Chancellor was a guest speaker.

During a meeting with the members of CoEdCo, discussion was held regarding the University's future participation in that group.

Seanna McPherson, a guest from the Motion Picture Production Program, was welcomed to Senate.

4. APPROVALS IN PRINCIPLE

None.

5. SENATE CURRICULUM COMMITTEE RESOLUTIONS

Presented by: Jackie Snodgrass

Jackie Snodgrass moved and Trevor Page seconded that:

09/30 SCC resolutions 09/16 through 09/23 be received and adopted by Senate.

CARRIED

Jackie presented the Motion Picture Program Diploma Cohort Program Profile and the Motion Picture Program Advanced Diploma Cohort Program Profile and requested Senate members to approve the revisions to the two program profiles without prior SCC approval. The MPPP program profiles for 2008/2009 were revised in the expectation that the new BMPA would begin in Fall 2009. However, these profiles were again revised when it became clear that the degree would not be implemented until Fall 2010. The result is that the courses which have been taken by the students completing the Diploma and the Advanced Diploma in April 2009 do not exactly match the profiles on file in the Registrar's Office. Because of the timing of the next SCC meeting, these profiles were brought directly to Senate for approval to ensure that the students are eligible to graduate this spring.

Jackie Snodgrass moved and Karin Jager seconded that:

09/31 The revisions to the Motion Picture Program Diploma Cohort Program Profile and the Motion Picture Program Advanced Diploma Cohort Program Profile be received and adopted by Senate.

CARRIED

6. COMMITTEES

(a) Honours Committee Report

Presented by: Catherine Vertesi

Catherine reported that the Committee had met to review the process of granting Honorary degrees. The Committee reviewed procedures in effect at other institutions and incorporated some of their recommendations in the document presented. Senate members were asked for any suggestions and feedback on the guidelines and once these are received, this document will be brought back for formal approval.

The Committee requested that the name of the Honours Committee be changed to “Tributes Committee” as it was felt that this name more adequately describes the recognition that the University is presenting.

Jackie Snodgrass moved and Mary Giovannetti seconded:

09/32 That the name of the Honours Committee be changed to Tributes Committee.

CARRIED

The Committee also requested that, following the practice in effect at other institutions, the Board be asked to send a non-voting representative to sit on this Committee.

Jackie Snodgrass moved and Trevor Page seconded:

09/33 That the Board be invited to send a non-voting representative to sit on the Tributes Committee.

CARRIED

In-Camera Discussion – Honorary Degree

Senate discussed honorary degrees and a motion was passed approving the granting of an honorary degree at the June convocation.

(b) Planning Committee Report

Presented by: Jackie Snodgrass

Jackie Snodgrass reported that the Planning and Policy Committee had reviewed the draft election procedures and a revised draft will be brought to the May 12th Planning and Policy Committee meeting. The Committee also continues to review the accountability plan and it was noted that there were very few changes from last year. The current version has been posted on the University’s website and this document will be brought to the June Senate meeting.

The students questioned when they might expect a student election policy to be put in place. At the May 12th Planning and Policy Committee meeting some further issues will be discussed regarding the resignation of a student in the middle of a term of office. As the wording of the University Act does not allow for much flexibility between call for elections and the election process, the students are concerned over the length of time without student representation on Senate.

(c) Budget Committee Report

Presented by: Marion Haythorne

Marion reported that the Budget Committee had examined and discussed the performance measures data and that the Committee had asked for responses from those programs not meeting the benchmarks established by the Committee. The Budget Committee will meet again to discuss the responses and report back with any recommendations at the June Senate meeting. With regard to the budget, the Committee reviewed the revised budget and Marion reported that the budget was balanced. The Committee had looked at the suggested add-ons and was able to budget for the FTE generating requests as well as for the critical items. Marion requested a motion from Senate to approve the Budget Committee recommendation, which will go the Board.

Kim Bothen moved and Nicolle Smith seconded that:

- 09/35** The Budget Committee is not making any specific budgetary recommendations this year; however, the Budget Committee does want to reinforce the importance of resources being made available for enrolment management.

CARRIED

7. REGISTRAR

- (a) Graduates

Presented by: Itidal Sadek

The Registrar presented a list of potential credentials and noted that this list had not yet been verified. The list of potential credentials will be kept by the Committees Clerk.

Itidal Sadek moved and Reini Klein seconded that:

- 09/36** 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

- (b) Credentials

Presented by: Itidal Sadek

The Registrar presented to Senate the motion with regard to students' requests for reissuing credentials to indicate "Capilano University" instead of "Capilano College" and how far back in time the credentials could be issued.

A typo on the motion was noted and it was subsequently corrected. The last sentence now reads "All credentials completed prior to Fall 2007, would be issued "on" Capilano College parchment.

Itidal Sadek moved and Kim Bothen seconded that:

- 09/37** Students who completed their programme requirements in the Summer of 2008 and onward will be issued Capilano University credentials.

Students who completed their programme requirements in the Fall of 2007 or the Spring of 2008 for the Spring 2008 convocation would be re-issued credentials from Capilano University upon request.

All credentials completed prior to Fall 2007, would be issued on Capilano College parchment.

CARRIED

Student Election

Presented by: Greg Lee

With the resignation of the second student representative on Senate, and due to the nature of the legislation, there will be two vacant student positions on Senate until student elections are completed in October. In the meantime, it was recommended that the CSU select two students, who would sit as voting

members on Senate. After some discussion, friendly amendments to the motion were suggested. These consisted of adding "2009" after the word fall, changing the words "a student" to "two students in good standing" and the word "member" was changed to "members". Also, it was suggested that the Registrar give the CSU the list of students who during the prior election process had shown an interest in sitting on Senate. The students should be contacted to determine if they were interested in filling the current student vacancies.

Reini Klein moved and Mary Giovannetti seconded:

09/38 That, until an election takes place in the fall 2009, two students in good standing be selected by the CSU to sit as voting members of Senate.

**CARRIED
1 abstention**

8. ACCREDITATION REPORT

Presented by: Jackie Snodgrass

Jackie presented an update on the NWCCU visit. Overall, the visit was successful and the recommendations that were received were expected. Jackie summarized the recommendations given and what was now required in order for Capilano to continue to make progress in the accreditation process, a Commission requirement. The next NWCCU visit is in October 2010.

9. STRATEGIC DIRECTIONS REVIEW REPORT

Presented by: Greg Lee

John Boylan and Nicolle Smith volunteered to fill the remaining vacant positions of staff and student, respectively, on this committee. Members of this ad hoc committee will be reviewing feedback received from members of constituencies in order to compile the new strategic directions document. It is anticipated that a draft document will be ready by fall.

10. PRESIDENTIAL SEARCH PROCESS

Presented by: Greg Lee

The President presented a draft document outlining the presidential search process. He noted that a Presidential Search Committee will be initiated in conformity with contractual obligations, and it is anticipated that the search process will begin in the fall. Overall, Senate members agreed with the process and members of Senate will be asked to endorse this search process at the next Senate meeting.

11. ACTING DEAN PROCESS

Presented by: Greg Lee

The President reported that, following the resignation of Dorothy Jantzen, an Acting Dean would be hired using the previously existing process and the Senate approval of the processes for hiring of a Dean would be completed before the hiring of the permanent Dean position.

12. OTHER BUSINESS

None.

INFORMATION ITEMS

TREC

Presented by: Chris Bottrill

The Tourism and Outdoor Recreation Department (TREC) announced the creation of the Centre for Sustainable Community Tourism Development, which was created due to the growing recognition of TREC as an international leader. This centre will act as a focal point for expanding international activities and presence in community tourism development and research. Some of the activities of the centre will include becoming a coordinating body for Capilano University on sustainable tourism initiatives, community tourism development projects and tourism-related research and development activities as well as being an operational and marketing brand for these activities.

The complete Committee Member and updated Senate Membership lists were distributed to members of Senate.

There being no further business and on the motion of Trevor Page and seconded by Kim Bothen, the meeting was adjourned at 5:45 p.m.

Next Meeting: Tuesday, June 2, 2009.
