

**SENATE**  
**Regular Meeting**  
**Monday, December 19, 2022**  
**4:00 p.m. - 7:00 p.m.**  
**Cedar 2110, Surrey Boardroom**

**AGENDA**

- |   |                  |      |
|---|------------------|------|
| 1. Call to Order and Territorial Acknowledgment .....   | Alan Davis       | 4:00 |
| 2. Approval of Agenda   |                  |      |
| 3. Approval of Minutes, November 21, 2022   |                  |      |
| 4. Chair's Report   |                  |      |
| 4.1. President's Report to Senate .....   | Alan Davis       | 4:05 |
| 4.2. Provost's Report to Senate.....  | Diane Purvey     | 4:10 |
| 5. Senate Standing Committee on Curriculum .....  | Amy Jeon         | 4:15 |
| 5.1. Consent Agenda – December 19, 2022   |                  |      |
| 6. Senate Executive Committee .....   | Alan Davis       | 4:20 |
| 7. Senate Governance and Nominating Committee .....   | Sharmen Lee      | 4:25 |
| 7.1. 2022 12 Nominations  |                  |      |
| 7.2. Reappointment Advisory Committee, University Librarian   |                  |      |
| 8. Joint Senate Standing Committee on Academic Planning and Priorities<br>and on University Budget..... | Heather Clark    | 4:30 |
| 8.1. Establishment of a New Department – Entrepreneurial Leadership                                     |                  |      |
| 9. Senate Standing Committee on Appeals.....  | Diane Purvey     |      |
| 10. Senate Standing Committee on the Library .....  | Marti Alger      |      |
| 11. Senate Standing Committee on Policy .....   | Corrie Nichols   | 4:40 |
| 12. Senate Standing Committee on Program Review.....  | Amy Jeon         | 4:45 |
| 13. Senate Standing Committee on Research and Graduate Studies.....                                     | Brett Favaro     |      |
| 14. Senate Standing Committee on Teaching and Learning .....  | Lyndsay Passmore |      |
| 15. Senate Standing Committee on Tributes .....   | Andre Iwanchuk   | 4:50 |
| 16. Office of the Registrar .....   | Zena Mitchell    |      |
| 17. Items for Discussion.....   | Alan Davis       |      |

## 18. Adjournment to Closed Meeting

**SENATE  
Minutes of Regular Meeting  
Monday, November 21 2022  
4:00 p.m. – 7:00 p.m.  
MS Teams Online**

<b>Voting Member Quorum: 16</b>		
Aimee Begalka Amy Jeon, Vice-Chair Andhra Goundrey Andre Iwanchuk Bob Davis Brett Favaro Catherine Schwichtenberg Corrie Nichols Diane Purvey Fergal Callaghan Fiona Whittington-Walsh Heather Harrison Ian Stanwood Katherine Carpenter Laura McDonald	Marti Alger Melissa Swanink Natasha Campbell Sharmen Lee Shelley Boyd Shelley Strimbold Todd Mundle Travis Higo	Kwuntiltunaat (Kim Baird) Alan Davis, Chair
		<b>Non-voting</b>
		Zena Mitchell, Secretary
<b>Regrets</b>	<b>Senate Office</b>	<b>Guests</b>
Heather Clark Jarman Dhillon Lyndsay Passmore Navleen Kaur Rajmale Kaur Rashminder Singh Stephanie Howes Tahir Joseph Tom Westgate	Michelle Molnar Marie Carter Sonia Orlu	David Burns

**1. Call to Order and Territorial Acknowledgement**

Amy Jeon, Vice-Chair of Senate, called the meeting to order at 4:01 p.m. and offered a land acknowledgement.

## 2. Approval of Agenda

**Melissa Swanink moved the agenda be confirmed as circulated.**

**The motion carried.**

## 3. Approval of Minutes, October 24, 2022

After discussion, the sentence “She noted that the Faculty of Health is not included in this policy” under Item 11.2: ST16 *Work-Integrated Learning* was requested to be removed as it did not accurately reflect the policy on placements for the Faculty of Health.

**Todd Mundle moved the minutes be accepted as amended.**

**The motion carried.**

## 4. Chair’s Report

Amy Jeon welcomed new Senators Ian Stanwood, faculty senator from Melville School of Business and Travis Higo, support staff senator.

### 4.1. President’s Report to Senate

Amy Jeon referred Senate to Alan Davis’ written report.

### 4.2. Provost’s Report to Senate

Diane Purvey, Provost, presented the written report. She added that the written report from Fiona Whittington-Walsh, the Lead Advisor on Disability Accessibility and Inclusion, will be included next month and highlighted a number of ongoing accessibility-related efforts.

## 5. Senate Standing Committee on Curriculum

Amy Jeon, Chair, presented the written report.

### 5.1. Consent Agenda, November 21, 2022

**Sharmen Lee moved that Senate approve the attached list of new, revised, and discontinued courses.**

**The motion carried.**

### 5.2. Change of Faculty – GLOBL 2000: Intercultural Engagement in Practice

Amy Jeon provided background on moving GLOBL 2000: Intercultural Engagement in Practice from the Faculty of Arts to the Melville School of Business. Since comparatively high volume of students taking the course were from the Business Management Department, the Faculty Councils and Deans provided their supports.

**Fiona Whittington-Walsh moved that Senate approve the GLOBL 2000: Intercultural Engagement in Practice move from the faculty of Arts to the Business Management Department within the Melville School of Business.**

**The motion carried.**

## **6. Senate Executive Committee**

Amy Jeon, Vice Chair, highlighted ongoing work by the Senate Office, in collaboration with Fiona Whittington-Walsh, to make Senate meetings, templates, and the website more inclusive and accessible.

## **7. Senate Governance and Nominating Committee**

Sharmen Lee, Chair, presented a verbal report and noted that Senate Governance and Nominating Committee will soon be reviewing proposed Senate bylaw revisions.

### **7.1. 2022 11 Nominations**

**Sharmen Lee moved that Senate appoint those listed in 2022 11 Nominations.**

**The motion carried.**

### **7.2. Faculty Bylaw Revisions: Faculty of Science and Horticulture**

Sharmen Lee summarized the proposed revisions, highlighting that the new FSH bylaws formally discontinues the Committee on Teaching and Learning since much of the work of this committee is undertaken already by the Teaching and Learning Commons. The FSH Committee on Nominations and Governance mandate was revised as well.

**Sharmen Lee moved that Senate approve the revisions to the Faculty of Science and Horticulture bylaws.**

**The motion carried.**

## **8. Joint Senate Standing Committee on Academic Planning and Priorities and on University Budget**

Fiona Whittington-Walsh, Vice-Chair, Senate Standing Committee on University Budget, presented the written report.

Zena Mitchel, University Registrar, corrected that the Language Proficiency Index (LPI) was discontinued in July 2020, not 2022 as stated in the report.

## **9. Senate Standing Committee on Appeals**

Diane Purvey, Chair, provided a verbal report. The Appeals Committee evaluates second stage appeals, which have to meet one of two criteria: that there was procedural unfairness, or that there is new information being provided that could reasonably change the outcome of the appeal.

She informed Senate that the Provost's office received one appeal this month, but it was ineligible as it did not meet the criteria.

## **10. Senate Standing Committee on the Library**

Marti Alger, Chair, summarized her report, bringing two issues to notice. First is a shortage of spaces on campus for students to join online classes. Second is a lack of clarity on where students should seek guidance with academic integrity questions.

Todd Mundle, the University Librarian, stated that the library is working with Student Services to see what Scheduling can do in terms of knowing what rooms are available for students to use on any particular campus.

David Burns, AVP Academic, encouraged Senate to bring issues like this to the University Space Committee to ensure that future space decisions are informed by the need to increase the inventory of semi-private spaces. He added that a possible solution to the current issue is to convert select spaces around campus into semi-private spaces with furniture that allows for some sound insulation.

Zena Mitchell, University Registrar, suggested the creation of a formal, transparent booking process where students can find and reserve empty classrooms.

#### **11. Senate Standing Committee on Policy**

Corrie Nichols, Chair, summarized her written report, highlighting the new *ST1 Student Awards Policy*, which ensures fair and equitable application of student awards. She also noted the work on *Policies IM8 Privacy, IM2 Freedom of Information, IM4 Confidentiality, and AR3 Confidentiality of Student Records and Files* as required by the Freedom of Information and Protection of Privacy Act.

#### **12. Senate Standing Committee on Program Review**

Amy Jeon, Chair, presented the written report.

#### **13. Senate Standing Committee on Research and Graduate Studies**

Brett Favaro, Vice-Chair, presented the written report. He informed Senate that the Committee is seeking stories regarding the practice of research at KPU (as broadly defined). Interested parties are invited to email the committee for an opportunity to present their experience.

#### **14. Senate Standing Committee on Teaching and Learning**

Lyndsay Passmore, Vice-Chair, presented the written report.

#### **15. Senate Standing Committee on Tributes**

Andre Iwanchuk, Chair, presented the written report.

#### **16. Office of the Registrar**

##### **16.1. Fall 2022 By-Election Report**

Zena Mitchell, University Registrar and Chief Returning Officer, presented the result of Fall 2022 by-election and congratulated newly elected Senators Ian Stanwood and Travis Higo.

#### **17. Items for discussion**

No items for discussion.

#### **18. Adjournment to Closed Meeting**

The meeting adjourned at 4:41 p.m.

## SENATE

### **Agenda Item: 4.1**

**Meeting Date:** *December 19, 2022*

**Presenter:** *Alan Davis*

### **Report to Senate Alan Davis, President and Vice Chancellor**

In addition to the regular round of administrative and governance meetings this busy Fall, the following activities are of note:

On November 25<sup>th</sup> I was pleased to attend, along with some colleagues and guests, the Fraser Region Aboriginal Friendship Centre Association's 5th Annual Guiding Youth Home Gala. As with all such events it is also an opportunity to connect with local and provincial dignitaries which included at this event the newly elected Mayor of the City of Surrey, her worship Brenda Locke.

Similarly, one November 28<sup>th</sup>, at the First Nations Leaders Gathering Opening Reception at the Vancouver Convention Centre (which was sponsored in part by KPU) I was able to reconnect with Premier Eby and with Lieutenant Governor Janet Austin, as well as many First Nations leader from across BC. It was especially enjoyable to attend with Chancellor Kim Baird and AVP Gayle Bedard, who were able to facilitate introductions.

"Giving Tuesday" was on November 29<sup>th</sup> and I was able to join people in Surrey Main to support the campaign and a record figure was reached of nearly \$150,000, with a special focus on scholarships for Indigenous students.

I joined an EAB strategy session for presidents on November 30<sup>th</sup> which focused on changes to post-secondary education as a result of the higher education response to the pandemics, and 2 VP search advisory committees have started their work: for the VP Students, and for the new VP Equity and Inclusive Communities.

At the Board of Governors meeting that evening, a review of KPU's 50:30 challenge was provided, the updated Policy GV9 was approved, and the Board appointment to the SAC for the VP E and IC was ratified. A Vision 2023 update was shared and a new metric for assessing the experience of KPU's friends was approved. An update on the 2022/23 financial picture was given, as well as an update on the 2023/24 budget development process. At this meeting, a comprehensive [report to the board](#) was also provided.

On December 13<sup>th</sup> I joined the Council for Adult and Experiential Learning Advisory Board meeting, held online. The focus in the rest of December has been finalizing the 2023/24 proposed budget which will be forwarded to Senate in the new year, as well as a number of seasonal celebrations across the campuses.



## SENATE

### Agenda Item: 4.2

**Meeting Date:** *December 19, 2022*

**Presenter:** *Diane Purvey*

### **Report to Senate Dr. Diane Purvey Provost and Vice President, Academic**

#### **Faculty Highlights**

##### **The Faculty of Arts**

The Faculty of Arts is delighted to share that several members of our Faculty – faculty, students, and staff – have recently received external recognition for their expertise and contributions. In the English Department, **Dr. Heather Ladd** recently had her first book, entitled *English Theatrical Anecdotes, 1660-1800*, published by the University of Delaware Press.

Chair of Arts Faculty Council and co-chair of the Criminology Department, **Mike Larsen** gave expert testimony to the House of Commons Information, Ethics and Privacy Committee last week. Mike's testimony received national coverage via [The Globe and Mail](#).

The Department of Fine Arts is pleased to announce that **Wei Chen**, a 4<sup>th</sup> year BFA student, has been shortlisted for the 2022 [Philip B. Lind Emerging Artist Prize](#), dedicated to an emerging BC-based artist. Wei's photo series will be part of the exhibition of finalists at the Polygon Gallery from December 10<sup>th</sup> to January 29<sup>th</sup>.

In the Dean's office, we are proud to announce that recently seconded interim Assistant Divisional Business Manager, **Nadine Siriban**, was one of the three civilian awardees recognized by the Philippine Marine Corps on Nov 7, 2022 in the Philippines at an award ceremony presided over by President Ferdinand Marcos, Jr. Nadine has spent 10 years supporting the Philippine Marine Corps in various roles, including capacity-building trainings, writing speeches and articles, and editing various reports and Marine publications.

#### **Climate+ Challenge**

The Climate+ Challenge is a KPU-wide initiative designed to increase opportunities for students of all disciplines to learn about climate change. For an update on the Climate+ Challenge initiative please go to: [Climate+ Challenge group aims to build climate community at KPU](#)

## Policy Team

### Policies Approved

On November 30, 2022, the Board of Governors approved Policy GV9 [Establishment and/or Discontinuance of Faculties and Departments](#) and [Procedure](#). The Provost's Office will soon be communicating with the Deans and Faculties soon with more information on the implementation and rollout of Policy GV9.

### KPU Policy Blog

Per GV2 Policy Protocol, draft Policy and Procedure AC9 Skills and Outcomes are currently posted on the [KPU Policy Blog](#) for a 3-week period as part of the Phase Two Posting process. Comments are welcomed during this Phase Two Posting period, and the post will close on **December 21, 2022 at 11:59pm PST**. After the completion of the Phase Two Posting, the Policy Developer will review and respond to comments, finalize the drafts and submit them to Senate for final approval in early 2023.

### Office of the Provost: Policy Consultation

In mid-November 2022, the Provost's Office started engaging with the University community to consult on a number of key policy revisions:

- AD2 Complaint Resolution
- AR5 Dean's Honour Roll
- ST12 Academic Renewal
- ST13 Course Withdrawal
- ST2 Student Academic Integrity
- ST3 Grade Appeals
- ST6 Academic Standing
- ST7 Student Conduct (Non-Academic)

The preliminary drafts are available for feedback and comments on the [Policy Consultation Engine](#) **until Monday, December 12, 2022 at 11:59pm PST**.

The Office of the Provost is also hosting several monthly drop-in Teams sessions from November 2022 to January 2023 to solicit feedback and suggestions from the University Community. An announcement with the drop-in schedule will be sent out to the University community each month via Today@.

Feedback and comments will be collected throughout this University-wide consultation process, and they will be reviewed and considered by the policy writing teams in late January 2023 as they further revise the drafts. All feedback collected, along with responses from the policy writing teams, will be posted with the draft Policies and Procedures during the Phase Two Posting on the KPU Policy Blog in February/March 2023.

## Curriculum Team

The specifications for the CIM-Programs module have been agreed between KPU and the software vendor, moving the project into the software development phase. This module is planned to launch before the start of Academic Year 2023/24, and will provide a more seamless set of forms and workflows which integrate with CIM-Courses and the software supporting the University Calendar.

The office of the Provost has implemented a [New Programs/Program Revisions SharePoint page](#), which provides a quick point of reference for the following information:

- New programs in development, the various stages of governance (passed, current, headed towards) as well as links to development team member information, and current documentation;
- What programs are currently undergoing revision, and corresponding implementation dates.

## Academic Integrity Team

All faculties are now in the process of being onboarded to use a unified academic integrity violation reporting system. The academic integrity team is working with IT and Dean's Offices to ensure that the transition goes smoothly.

The Turnitin procurement and implementation process continues. KPU will focus on first implementing Draft Coach, a feature that allows students to do a self-check for plagiarism prior to submitting assignments for marking. Software and Teaching Implementation groups are being formed to support the successful implementation of this new tool.

The Office of the Provost will be establishing a Manager for Academic Integrity position to provide additional focused support and leadership for academic integrity. While this position is being created, **Anna Rucker** (Academic Integrity Strategist) has been appointed Interim Divisional Business Manager for Academic Integrity to support ongoing academic integrity initiatives. The Academic Integrity Strategist role will be temporarily filled for the duration of the Interim appointment.

**Dr. Alana Abramson**, Criminology Instructor, has developed a self-paced Moodle course to support faculty and Associate Deans in using restorative responses to academic integrity violations. The course will be piloted in the Spring semester.

Two Academic Integrity Investigators were contracted to provide additional support to the Dean's Offices in the investigation of alleged academic integrity violations. This support will continue in the Spring 2023 semester.

## Work Integrated Learning Team

### **Dr. Larissa Petrillo, Lead Advisor, Work-Integrated Learning**

KPU's Lead Advisor, Work-Integrated Learning (WIL), **Larissa Petrillo**, has been wrapping up projects associated with funding from the Ministry of Advanced Education and Skills Training. In Fall, 2022, KPU received funding from the Co-op and Work-Integrated Learning Initiative (Phase 2 funding).

For **Dr. Petrillo**, this funding included work with non-profit organizations, museums and, internally, with KPU's Service Learning Assistant program.

KPU's Service Learning Assistants are paid student leaders, helping to ensure that service learning projects are transformative, meaningful, and reciprocal. <https://www.kpu.ca/experiential/service-learning-assistants>

For the spring term, the preparations for the SLA program brought an enthusiastic response from faculty members in Astronomy, Applied Communications, Employment and Community Studies, Fine Arts, Health Sciences, Creative Writing, Human Resources Management Training, Indigenous Studies, Plains Cree Language and Culture, and Information Technology.

KPU's Co-op program also received MAEST funding for "A Seat at the Table: Expanding Co-op WIL Opportunities for Underrepresented Students and Programs."

## **Including All Citizens Team**

### **Dr. Fiona Whittington-Walsh, Lead Advisor on Disability, Accessibility, and Inclusion.**

Various workstreams are currently underway to support the work on IACP. Here are some of the highlights:

- Mentoring and support is being provided to IACP students and faculty;
- Conversations and meetings with two new potential faculty to teach IACP designated courses for Fall 2023/Spring 2024. This will expand the instructional base and courses;
- Meetings with Learning Centre regarding having an annual section of KPU 101 to include IACP students. Ideally, this would happen the term before IACP students start their first course;
- Meetings with Future Students Office so that recruitment officers are aware of IACP and the process for applying;

Additional workstreams that are currently underway to support accessibility and inclusion initiatives and provide a disability lens at KPU. Here are a few highlights:

- Meetings with Managing Director, EDI, two EDI advisors, and Lead Advisor and Research Assistant exploring further collaborative work including digital accessibility;
- Attending Indigenous Disability Canada's Indigenous Disability Wellness Gathering, November 15-17, Victoria;
- Working with Policy Writing Group on revisions to: ST12 Academic Renewal; ST13 Course Withdrawal; AR5 Dean's Honour Role;
- Working with Senate Nominations and Governance Committee (SNGC) on creating an accessible Senate meetings guide;
- Working with various National and Provincial disability organizations to maintain collaborative partnerships. Feedback and collaboration with community is a key aspect to the BC Accessibility Legislation.

## People

### *Promotion*

**Winnie Wong**, formerly of the Faculty of Arts Deans Office, KPU, will be covering a 6-month interim appointment as Divisional Business Manager, Continuing Professional Studies, (CPS) in the Office of the Provost. Congratulations Winnie!

### *New Hire*

**Dr. Ernest van der Merwe**, joins The Wilson School of Design as Associate Dean on December 12, 2022. We are thrilled to welcome **Dr. van der Merwe** to KPU!

### *Departure*

**Anna Tur**, formerly Policy and Academic Affairs Specialist in the Office of the Provost, who has left KPU for an external opportunity.

## Notable meetings and events attended by the Provost's Office

- The BCcampus and KPU "Pulling Together", Professional Learning Series: Session 6 - Leaders and Administrators, November 17, 2022
- KPU and the Kwantlen Faculty Association, (KFA) commenced bargaining discussions on November 18, 2022
- The Faculty of Health and the Canadian Association of Schools of Nursing, (CASN) Accreditation virtual visit, held on November 21, 2022
- The Surrey Board of Trade, Arts and Culture dinner at the Sheraton hotel, Guildford, November 22, 2022
- Ministry of Advanced Education, (AEST) Learning Continuity Working Group, November 24, 2022
- Strategic Plan of the Royal Society of Canada, (RSC) Institutional Membership meeting, held in Calgary, November 24, 2022
- The RSC "Walk the stage" event, Calgary, November 25, 2022
- Polytechnics Canada – Vice President, Academic, (VPA) meeting, November 25, 2022
- Visit to The Chiu School of Business, Bow Valley College, Calgary, November 26, 2022
- First Nations Leaders Gathering Opening Reception, Vancouver Convention Centre, November 28, 2022
- Senior Executive Roundtable with John Hepburn, CEO, Mitacs, held at the Cloverdale campus on November 30, 2022
- The BCcampus and KPU "Pulling Together", Professional Learning Series: Closing session and luncheon, held at the Tsawwassen First Nation Recreation Centre, December 1, 2022
- The Wilson School of Design, Graphic Design for Marketing, (GDMA) Capstone presentations by students, December 1, 2022
- The Faculty Bargaining Services, (FBS) Western Roundtable, December 2, 2022
- The KPU Civic Plaza Employee Holiday Social, December 5, 2022
- W/Rap Up Social, Faculty of Arts, celebrating Indigenous excellence event, December 5, 2022
- A Kwantlen Faculty Association Memorial, to pay respect to the 14 women who lost their lives on December 6, 1989, on the Montreal Polytechnic Campus, December 6, 2022
- The KPU Richmond Employee Holiday Social, December 6, 2022
- Retirement dinner for Ruth Wittenberg, University of the Fraser Valley, (UFV) December 6, 2022

**SENATE**

**Agenda Item: 5**

**Meeting Date:** *December 19, 2022*

**Presenter:** *Amy Jeon*

**Chair's Report to Senate  
Senate Standing Committee on Curriculum  
December 7, 2022**

The last meeting of Senate Standing Committee on Curriculum (SSCC) opened with gratitude to those First Nations on whose territory we work, live, and study at KPU. The Chair welcomed new Senator, Ian Stanwood, to the committee. The CIM-Program development is underway for initial user testing in January with a proposed implementation for the next academic year.

A list of consent agenda course outlines from the Faculty of Arts and Faculty of Health was approved. Winnie Wong, continuing and professional studies representative, was voted in as a faculty representative on the Senate Micro-credential Committee (SMC).

David Burns, Associate Vice-President, Academic, presented a new SharePoint site containing information pertaining to program revisions in development with expected approval timelines.

The Chair thanked the committee for a productive curriculum year!

*Amy H. Jeon, Chair,  
Senate Standing Committee on Curriculum*

**SENATE**

**Agenda Item: 5.1**

**Meeting Date:** *December 19, 2022*

**Presenter(s):** *Amy Jeon*

Agenda Item	Consent Agenda
<b>Action Requested</b>	<b>Motion</b>
<b>Recommended Resolution</b>	<b>THAT Senate approve the attached list of new, revised, and discontinued courses.</b>
<b>Committee Report</b>	On December 7, 2022, the Senate Standing Committee on Curriculum recommended that Senate approve the attached list of new, revised, and discontinued courses.
<b>Attachments</b>	2022 12 07 Course Submissions
<b>Submitted by</b>	<i>Amy Jeon, Chair, Senate Standing Committee on Curriculum</i>
<b>Date submitted</b>	<i>December 7, 2022</i>

Senate Standing Committee on Curriculum  
 Consent Agenda  
 December 7, 2022

Department	Course Subject Code	Course Number	Course Title	Implementation Date (Enter as text)	Category	Associated with a New or Changed Program?	If Yes, which program?	Attribute Requested?	Attribute reviewed by subcommittee	Notes
Sociology	SOCI	3210	<a href="#">Technology and Society</a>	1st September, 2023		No				this course outline has not been revised since 2007 and therefore a lot of required information has now been added.



Senate Standing Committee on Curriculum  
 Consent Agenda  
 December 7, 2022

Department	Course Subject Code	Course Number	Course Title	Implementation Date (Enter as text)	Category	Associated with a New or Changed Program?	If Yes, which program?	Attribute Requested?	Attribute reviewed by subcommittee	Notes
Human Services	CAHS	1101	<a href="#">Introduction to Technology and Academic Writing in Health Care</a>	Fall 2023	Discontinued					Last registration for this course was Spring 2017

**SENATE**

**Agenda Item: 7.1**

**Meeting Date:** *December 19, 2022*

**Presenter:** *Sharmen Lee*

**Agenda Item                      2022 12 Nominations**

<b>Action Requested</b>	<b>Motion</b>
<b>Recommended Resolution</b>	<b>THAT that Senate appoint the nominees on 2022 12 Nominations.</b>

**Committee Report**                      On December 6, 2022, the Senate Governance and Nominating committee recommended that Senate appoint the nominees on *2022 12 nominations*.

**Context and Background**                      The Senate Governance and Nominating Committee, aided by the Vice-Chair of Senate, has the mandate to nominate members to serve on Senate committees. .

- Consultations**
- Elected senators – Vice-Chair consults with new senators to choose a minimum of two Senate committees on which to serve per Senate Bylaw 1.10
  - Faculty Councils – for faculty member nominations
  - Provost and Vice President, Academic – for nominations of Deans and designates
  - Students – for statements of interest
  - Support staff – for statements of interest
  - Others who nominate designates or representatives

**Attachments**                      *2022 12 Nominations*

**Submitted by**                      *Michelle Molnar, Administrative Coordinator, University Senate*

**Date submitted**                      *December 7, 2022*

**NOMINATIONS TO SENATE STANDING COMMITTEES**

**Dec-22**

<b>Committee</b>	<b>First Name</b>	<b>Last Name</b>	<b>Committee Role</b>	<b>KPU Faculty</b>	<b>Voting</b>	<b>Start Date</b>	<b>End Date</b>	<b>Nominated by</b>
SSC Appeals	Jennifer	Jordan	Support staff		Voting	1-Sep-23	31-Aug-26	Vice-Chair of Senate
SSC Academic Planning and Priorities	Diane	Van der Gucht	Faculty representative	Faculty of Academic and Career Preparation	Voting	1-Jan-23	31-Aug-26	Faculty Council
SSC Teaching and Learning	Diane	Van der Gucht	Faculty representative	Faculty of Academic and Career Preparation	Voting	1-Jan-23	31-Aug-26	Faculty Council

**SENATE**

**Agenda Item: 7.2**

**Meeting Date:** *December 19, 2022*

**Presenter(s):** *Sharmen Lee*

**Agenda Item                      Reappointment Advisory Committee: University Librarian**

Action Requested	Motion
<b>Recommended Resolution</b>	<p><b>THAT Senate appoint the following members to the Reappointment Advisory Committee, University Librarian:</b></p> <p><b>Student</b></p> <ul style="list-style-type: none"> <li>• Navleen Kaur</li> </ul> <p><b>Regular faculty members (3 members)</b></p> <ul style="list-style-type: none"> <li>• John Shepherd</li> <li>• Pamela Ip</li> <li>• Marti Alger</li> </ul>

**Committee Report**

On December 7, 2022, the Senate Governance and Nominating Committee recommended that Senate appointed the above members to the Reappointment Advisory Committee, University Librarian.

**Context and Background**

In accordance with Policy HR20, *Search Advisory, Appointment and Re-appointment of Senior Academic Administrator Positions*, and its associated procedures, the Provost has requested Senate to appoint three faculty members and a student, to the Reappointment Advisory Committee for the position of University Librarian.

The SAC will be bound by the following regulation:

- 1.c) For all the SACs referred to in this policy, faculty appointed by Senate will be based on recommendations from the Senate Governance and Nominating Committee in consultation with each

Faculty Council to ensure appropriate representation, taking into account Faculty representatives appointed by the KFA

The composition of the committee requires

- i) five regular faculty members, two of whom are appointed by the Kwantlen Faculty Association and three appointed by the Senate to ensure broad representation
- ii) one student, preferably a Senator, appointed by Senate

The Kwantlen Faculty Association has appointed the following faculty members:

- Lisa Hubick
- Rachel Chong

**Attachments**

1. Memo\_Reappointment – University Librarian
2. [HR20, Search Advisory, Appointment and Re-Appointment of Senior Academic Administrative Positions Policy](#)
3. [HR20, Search Advisory, Appointment and Re-Appointment of Senior Academic Administrative Positions Procedures](#)

**Submitted by**

*Michelle Molnar, Administrative Coordinator, University Senate*

**Date submitted**

*December 7, 2022*



TO: Senate  
Diane Purvey, Provost & VP Academic  
Mark Diotte, President, Kwantlen Faculty Association,  
Raphael Lagoutin, Vice-President, Negotiations  
Trina Whitsitt, Chair, BCGEU Support Staff  
Heather Turner, BCGEU  
Armaan Dhillon, President & VP University Affairs, Kwantlen Student Association

C: Dervla Hagan, Executive Assistant, Office of Provost  
Michelle Molnar, Administrative Assistant, Senate  
Kyla Rand, Coordinator of Administrative Services, Kwantlen Faculty Association  
Karen Sikora, HRBP

FROM: CHAIR – Diane Purvey, Provost and Vice President Academic

DATE: November 21, 2022

SUBJECT: Renewal of Appointment – University Librarian, University

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KPU will commence a review of the position of University Librarian, Library in order to make a recommendation to the President accordant with Policy HR20.

As per Policy HR20 and related procedures for Composition of Search Advisory Committees, I am requesting that members of the Reappointment Search Advisory Committee be appointed as soon as possible, as follows:

- i) five regular faculty members, two of whom are appointed by the Kwantlen Faculty Association and three appointed by the Senate to ensure broad representation
- ii) one librarian
- iii) one student, preferably a Senator, appointed by Senate
- iv) one student appointed by the Kwantlen Student Association
- v) one regular BCGEU staff member preferably selected from the relevant functional area, appointed by the BCGEU
- vi) one excluded staff member, preferably from the relevant functional area, appointed by the Chair
- vii) one senior administrative officer of the institution, appointed by the Chair
- viii) one Dean appointed by the Provost

Meeting dates are tentatively scheduled to be on Monday, January 23, 2023 from 1:00 PM– 2:30 PM and Wednesday, February 8, 2023 from 2:00 PM – 4:45 PM.

Please notify me, as Chair of the Reappointment Advisory Committee, as well as Karen Sikora, HRBP once the above appointments have been made by you or your representative group.

We would appreciate a response by December 31, 2022.

Sincerely,

Diane Purvey

## SENATE

### Agenda Item: 8

**Meeting Date:** December 19, 2022

**Presenter:** Heather Clark

### Chair's Report to Senate Senate Standing Committee on Academic Planning and Priorities and on University Budget December 2, 2022

The joint SSCAPP\_UB meeting opened with the welcoming of new committee members, Gurprabhnor Kaur, Andreas Schwartz, and Navleen Kaur to SSCAPP and Travis Higo to SSCUB. This was followed by our first item of new business, the establishment of a new department, Entrepreneurial Leadership within the Melville School of Business. It was highlighted that Entrepreneurial Leadership has been functioning as a department for some time and would like to formalize it. After some committee members shared their support for this, the motion **THAT the Senate Standing Committees of Academic Planning and Priorities and on University Budget recommend that Senate recommend that the Board of Governors approve the establishment of a new department called Entrepreneurial Leadership (ENTR) in the Melville School of Business effective May 1, 2023** passed.

Associate Vice-President, Teaching and Learning, Leanne Waddington presented the Teaching and Learning report highlighting the celebration of teaching excellence event. The conclusion of this item brought the adjournment of the joint committee meeting.

SSC APP Committee members continued with their agenda, and Lori McElroy shared an assessment of EPT and EU placement testing utilizing OPA data with a focus on domestic student placement and success. This report was brought forward to provide further information for the committee to consider when discussing subsequent agenda items regarding English placement testing. The data shared in this report led to a number of questions and comments including many of which were student and applicant focused. There was a fulsome discussion as committee members sought to make sense and better understand the data that was captured.

The committee then moved to a discussion regarding Accuplacer as an option for English proficiency testing which was a discussion started during our previous meeting. After initial highlights of the previous meeting's conversation were shared, many meeting attendees voiced questions, comments, and concerns about this testing option. After much discussion regarding the potential merits of piloting this testing option as an optional and additional testing method, the motion, **THAT the Senate**

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*Standing Committee on Academic Planning and Priorities recommend that Accuplacer be piloted as an additional option for students starting September 2023 for the minimum of 4 semester until such time that data may be assessed was passed.*

The last discussion item brought to the committee for this month was on the topic of the unification of the English Placement Test and English Upgrading Test. After discussion, and it being highlighted that the EPTWG recommends this unification, the committee passed the motion **THAT** *the Senate Standing Committee on Academic Planning and Priorities support the unification of EPT and EU assessment.*



## SENATE

**Agenda Item: 8.1**

**Meeting Date:** *December 19, 2022*

**Presenter(s):** *Heather Clark*

### Agenda Item                      Establishment of a New Department – Entrepreneurial Leadership

Action Requested	Motion
<b>Recommended Resolution</b>	<b>THAT Senate recommend that the Board of Governors approve the establishment of a new department called Entrepreneurial Leadership (ENTR) in the Melville School of Business effective May 1, 2023.</b>

**Committee Report**

On December 2, 2022, the Senate Standing Committees on Academic Planning and Priorities and on University Budget recommended that Senate recommend that the Board of Governors approve the establishment of a new department called Entrepreneurial Leadership (ENTR) in the Melville School of Business effective May 1, 2023.

**Context and Background**

The School of Business, proposes the establishment of a new department: **Entrepreneurial Leadership (ENTR)**.  
As per Policy GV9 B – Establishment of New Academic Department:

- Key Messages**
1. The Entrepreneurial Leadership program has been functioning as a department.
  2. The Entrepreneurial Leadership program is quickly becoming a flag ship program for the Melville School of Business for innovative, and inclusive curricular design.
  3. The creation of the Entrepreneurial department is necessary in order to recruit and vet qualified faculty appropriately, assign members of the department to Curriculum Committee and ensure representation at the School of Business Faculty Council meetings.
  4. The program has already experienced a significant increase in enrolments.

<b>Resource Requirements</b>	None
<b>Implications/Risks</b>	None
<b>Consultations</b>	Diane Purvey, VP Academic
<b>Attachments</b>	GV9 New Department ENTR
<b>Submitted by</b>	<i>Heather Harrison, Pro Tem Dean MSB</i>
<b>Date submitted</b>	<i>December 2, 2022</i>

## Proposal to Establish a New Department – Entrepreneurial Leadership

### CONTEXT AND BACKGROUND

Subsequent to gaining agreement from the Provost, Diane Purvey, Faculty Council unanimously supported the official creation of new Department for Entrepreneurial Leadership.

The Entrepreneurial Leadership BBA program was originally designed as a two-year program consisting entirely of upper division courses which built on first and second year general business courses. As such the program did not have dedicated faculty, but drew expertise from other School of Business departments. Over the years, the program has faced serious challenges; high failure rates due insufficient laddering between lower division and upper division courses (too large a leap from 2nd year to 3rd year) and low enrollment rates, perhaps due to word of mouth and growth of other business specialty programming, such as Human Resources and Marketing.

The Entrepreneurial Leadership program recently completed an intensive review and curricular change and relaunched September 1, 2021. As a result of the extensive redesign, students are now offered a unique and exciting learning experience, which aligns with PRME principles in keeping with the movement within industry to prioritize social responsibility.

### GV9 REQUIRED INFORMATION

**1. Faculty to which the new Department will belong:**

Melville School of Business

**2. Programs, research units and other academic services that will be housed in the new Department:**

Entrepreneurial Leadership Program (BBA). This program will be the only one to transfer into the new department.

**3. Academic, reputational, and operational rationale for creation of proposed new Department:**

The Entrepreneurial Leadership program is quickly becoming a flag ship program for the Melville School of Business for innovative, and inclusive curricular design. And as such should be recognized as its own department with dedicated faculty. The renewal of the program was aimed to modernize the curriculum for today's learners and align with a more contemporary conception of entrepreneurial leadership. It is a student-focused program with a strong emphasis on sustainability & experiential learning. The goal of the program is to prepare students to manage, lead, and inspire in any organizational setting.

The creation of the Entrepreneurial department is necessary in order to recruit and vet qualified faculty appropriately, assign members of the department to Curriculum Committee and ensure representation at the School of Business Faculty Council meetings. The program's forward-looking curriculum illustrated by the integration of United Nations inspired Principles for Responsible Management (PRME), their robust commitment to student centered pedagogy demonstrated by the integration of universal design learning (UDL) and open education resources (OERs) together with their emphasis on reality based and applied learning, makes it an example for all new programming in the MSB

**4. Assessment of the impact on current and future students as well as existing Faculties and Departments resulting from the creation of the proposed new Department**

The creation of the new department will have no effect on student registration or enrolment.

**5. Proposed effective date of the new Department**

May 1, 2023

**6. Five-year projection of the financial sustainability of the proposed new Department including revenues and operating costs**

There are no additional financial resources required as a result of the creation of this new department as the program currently has time release budgeted for a serving department Chair.

The program has already experienced a significant increase in enrolments. For example, in September 2018 and 2019 (pre-COVID) we offered 76 and 62 sections respectively. In 2022, the first full calendar year of the program, we offered 95 sections which constitutes more than a 20% increase from the 2018 numbers. Currently the program has 76 declared majors, which is almost double the number of any previous year dating back to 2018. There is every reason to believe that this upward trajectory will continue.

Two other considerations are worth noting. First, KPU has signed an MOU with YELL, a high school program devoted to inspiring and nurturing entrepreneurial mindsets for student in grades 11 and 12. This MOU allows graduates of YELL to receive transfer credit for ENTR 1200. This relationship has also allowed FSO and MSB to create opportunities for YELL students to complete curricular requirements through collaboration with ENTR faculty and students on KPU campuses.

Second ENTR, together with the Office of Advancement, has created a full-ride scholarship available annually for students who have a demonstrated interest in entrepreneurial leadership. We anticipate that these two initiatives will allow us to increase new applications to KPU and ENTR program.

## SENATE

### Agenda Item: 11

**Meeting Date:** *December 19, 2022*

**Presenter:** *Corrie Nichols*

### Chair's Report to Senate Senate Standing Committee on Policy November 30, 2022

The November 30<sup>th</sup>, 2022 Senate Standing Committee on policy started with a territorial acknowledgement and was chaired by Corrie Nichols, Chair, SSC Policy.

The November 30<sup>th</sup> meeting of SSCP consisted of the following discussions:

1. SSC Policy welcomed two new members to the committee: Joshua Mitchell and Travis Higo.
2. Josephine Chan, Special Assistant to Provost, Academic, provided a brief update on the following policies which are currently in the Consultation and Amendments Process, and presented drafts based on the proposed changes collected prior and during the Phase One Posting stage. Consultations with key parties across the University will occur from mid-November 2022 to mid-January 2023, and the feedback will be posted during the Phase Two Posting stage in February 2023.
  - a. **AR5 Deans Honor Roll:** Josephine Chan noted this policy provides increased support and inclusivity for all students, including students with disabilities by amending the award eligibility criteria. The change includes a proposed minimum GPA of 3.67 each term with a completion of 6 credits per term versus the current criteria of a minimum GPA of 3.75 with a completion of 15 or more credits per term. Joshua Mitchell asked if there was a minimum course load a student was required to maintain in order to comply with this policy and if it could be considered if not. Amy Jeon suggested to clarify the proposed GPA in the report.
  - b. **ST12 Academic Renewal:** Josephine Chan highlighted the main change in this policy is the amended criteria to support students with a more student-centered approach by proposing a minimum of 2-years of not being enrolled at KPU versus the current period of 5-years for academic renewal. A couple of committee members suggested the plan for success to be developed further by outlining the amount of time students have to complete certain programs and outline any applicable resources to set them up for success.

- c. **ST13 Course Withdrawal:** Josephine Chan highlighted the most notable proposed change in this policy is the voluntary withdrawal deadline being changed from 66% of a course's instructional cycle to now be the last day of classes for the term. The committee discussed the implications of the proposed change and echoed concerns of some faculty members on the impacts of the new withdrawal date, including "grade inflation", impact on registration and disruption to group projects and assignments, specifically those due at the end of the term. Other committee members noted that there are existing policies and restrictions in place that alleviate some of the mentioned concerns and expressed that for many students, withdrawing from courses is considered a serious decision. Furthermore, there can be several reasons why students choose to withdraw that extend beyond academic concern, and having a later withdrawal date provides them with an opportunity to manage the course to the best of their ability before considering withdrawing. It was recommended that the justification for the proposed change be strengthened with further reasoning and information. Josephine Chan noted the discussion will be relayed back to the policy writing team.
- d. **ST2 Student Academic Integrity:** Josephine Chan highlighted the proposed changes in this policy including: the addition of new definitions; the scope expansion to include all applicants and students at KPU; the removal of the word "disciplinary" and the wording change from "integrity violations" to "breach(es) of academic integrity". Iryna Karaush asked if there was a way to detect double submissions by students in different courses and asked if the prohibition of online "buy and sell" papers could be referenced in this policy. Anna Rucker acknowledged this and advised plagiarism can be further articulated in the policy. Other committee members asked if there can be further clarification on what "restorative practices" entail as outlined in the policy. Additionally, another member asked whether the change in timeline for sending a decision letter to students from 15 to 20 business days will impact them negatively if they are found to not have breached the policy. Anna Rucker was present to answer questions.
- e. **ST3 Grade Appeals:** Josephine Chan highlighted the main proposed change in this policy is the expansion of the scope to include all students, including apprenticeship students but excluding CPS students.
- f. **ST6 Academic Standing:** Josephine Chan explained the current policy was updated and the new proposed policy name is "Academic Standing". The new changes include separated Policy and Procedure, clarified terminologies, and alignment of definitions with the University Calendar. Joshua Mitchell noted there was no mention on academic standing for students who have completed their first 1-8 credits since the listed categories start at 9-credits. Zena Mitchell explained that the first 8 credits are not used to determine academic standing and students are deemed to be in "good standing" unless otherwise noted. Amy Jeon noted it may be worthwhile to ensure "extended withdrawals" refer to 'programs', not 'courses'.

- g. **ST7 Student Conduct (Non-Academic):** Josephine Chan highlighted the most notable proposed change is to ensure there is a more positive approach on how language is worded throughout the policy. The proposed changes also ensure the policy applies to CPS students. Joshua Mitchell requested for elaboration on the “confidential process” and to include how it is enforced.
3. **Report of Special Assistant to Provost on Policy and Academic Affairs:** Josephine Chan presented her report that provided an overview of the policies and procedures that are currently pending approval and ones in the development and consultation process. She also advised Anna Tur is no longer with KPU and any policy-related queries can be directed to her for the time being.
4. **Report of Special Assistant to Provost on Policy and Academic Affairs:**
- a. The following Policies have completed the Phase One posting and the development and consultation phase, and will proceed to the Phase Two Posting on the KPU Policy Blog for a three-week period in December:
    - i. AC9 Skills and Outcomes
  - b. The following proposed draft policies/request for policy elimination have completed the Phase Two Posting, feedback/comments are being reviewed, and final drafts will be presented to the approving jurisdiction (President) for final approval:
    - i. AR3 Confidentiality of Student Records and Files
    - ii. IM2 Freedom of Information and Protection of Privacy
    - iii. IM4 Confidentiality
    - iv. IM8 Privacy
  - c. The Provost’s Office established three policy writing teams In August 2022 to review and revise a number of policies over the course of the 2022-2023 Academic Year:

Policy # and Name	Department/Areas	Representative for the Working Group
<ul style="list-style-type: none"> <li>• AD2 <a href="#">Complaints About Instruction, Services, Employees or University</a> (proposed new name: Conflict Resolution)</li> </ul>	Student Services	Nick Bransford
	Human Resource Services	Jenn Harrington
	Associate Dean	Jeff Dyck
	Faculty Member	Dr. Kyle Jackson
	Student Senator	Navleen Kaur
<ul style="list-style-type: none"> <li>• AR5 <a href="#">Dean's Honour Roll</a></li> <li>• ST12 <a href="#">Academic Renewal</a></li> <li>• ST13 <a href="#">Course Withdrawal / Procedure</a></li> </ul>	Office of the Registrar	Zena Mitchell
	Advisors	Theresa Voorsluys, Mike Harris
	Faculty Member	Dr. Fiona Whittington-Walsh
<ul style="list-style-type: none"> <li>• ST2 <a href="#">Student Academic Integrity / Procedure</a></li> <li>• ST3 <a href="#">Grade Appeals / Procedure</a></li> </ul>	Student Senator	Navleen Kaur
	Office of the Registrar	Zena Mitchell
	Student Services	Jennifer Jordan
	Associate Dean	Dr. Joel Murray
	Faculty Member	Catherine Schwichtenberg
Academic Integrity	Anna Rucker	

<ul style="list-style-type: none"> <li>• ST6 <a href="#">Minimum Academic Standards for Programs in Which Letter Grades Are Assigned</a> (proposed new name: Academic Standing)</li> <li>• ST7 <a href="#">Student Conduct (Non-Academic) / Procedure</a></li> </ul>	Student Senator	Rajmale Kaur
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The policies have completed the Phase One posting, and are now in the development and consultation phase. The three policy writing teams are collecting feedback and comments from November 2022 to mid-January 2023, prior to finalizing the drafts for the Phase Two Posting on the KPU Policy Blog. The draft Policies and Procedures are currently posted on the Provost Office's [Policy Consultation Engine](#) for feedback and comments from November 17 to December 12, 2022 at 11:59pm PST. The policy writing teams have also reached out to a number of key parties across the University for feedback. In addition, the Office of the Provost will host the following drop-in Teams sessions from November 2022 to January 2023 to solicit feedback and suggestions from the University Community.

Date/Time	Policy	Link
Thursday, November 24, 2022 1:00pm – 2:00pm	AD2	<a href="#">Click here to join the meeting</a>
Friday, November 25, 2022 11:00am – 12:00pm	AR5, ST12, ST13	<a href="#">Click here to join the meeting</a>
Wednesday, November 30, 2022 11:00am – 12:00pm	ST2, ST3, ST6, ST7	<a href="#">Click here to join the meeting</a>
Wednesday, December 7, 2022 1:00pm – 2:00pm	AD2	<a href="#">Click here to join the meeting</a>
Friday, December 9, 2022 11:00am – 12:00pm	AR5, ST12, ST13	<a href="#">Click here to join the meeting</a>
Wednesday, December 14, 2022 11:00am – 12:00pm	ST2, ST3, ST6, ST7	<a href="#">Click here to join the meeting</a>
Wednesday, January 11, 2023 11:00am – 12:00pm	AD2	<a href="#">Click here to join the meeting</a>
Friday, January 13, 2023 1:00pm – 2:00pm	AR5, ST12, ST13	<a href="#">Click here to join the meeting</a>
Thursday, January 19, 2023 1:00pm – 2:00pm	ST2, ST3, ST6, ST7	<a href="#">Click here to join the meeting</a>

*Corrie Nichols, Chair, SSC Policy*



## SENATE

### Agenda Item: 12

**Meeting Date:** *December 19, 2022*

**Presenter:** *Amy Jeon*

### **Chair's Report to Senate Senate Standing Committee on Program Review November 23, 2022**

The November Senate Standing Committee on Program Review meeting opened with the territorial acknowledgement expressing our sincere gratitude to those on whose territory we work, live and study. The Chair welcomed a new Melville School of Business representative, Hao Ma, to the committee.

There are three external reviews scheduled to take place in December and January for Political Science, Physics for Modern Technology and Creative Writing programs. Also, Fine Arts and Journalism programs are starting their program review processes in December.

The committee reviewed and approved the Sustainable Agriculture Quality Assurance Plan, Language and Culture Self-Study Report, Counselling Second Annual Follow-Up Report, Product Design First Annual Follow-up Report, Business Management Second Annual Follow-up Report, and Human Resources Management Third Annual Follow-up Report. All six reports received well-deserved congratulations on their accomplishments. The programs also showed their appreciations to the SSCPR members for providing valuable feedback.

During a discussion, it was noted that a program without formal program learning outcomes (PLOs) should reference the original full program proposal submitted to the Ministry when creating new PLOs. This is to ensure that the PLOs line up with the original program objectives.

Melike Kinik-Dicleli, Manager of Quality Assurance, Office of Planning and Accountability, provided a report of programs currently undergoing reviews.

*Amy H. Jeon, Chair, Senate Standing Committee on Program Review*