



MINUTES

Senate Meeting

Monday, October 26, 2015

4:00 pm

Surrey Campus Boardroom (2110)

Present:

Jennifer Au
Amandeep Cheema
Chamkaur Cheema
Alan Davis, Chair
Patrick Donahoe
Jane Fee
Wayne Fenske
Salvador Ferreras
Tru Freeman
Brian Haugen
Adnan Hifzur

Marc Kampschuur
Stan Kazymierchuk
Connie Klimek
Romy Kozak
Shawn Mason
Don McGonigal
Kari Michaels
Zena Mitchell
Todd Mundle
Jerry Murphy

Jim Murray
Diane Purvey
Carolyn Robertson
Angela Ryan
Brenda Snaith
Carol Stewart
Wayne Tebb
Chris Traynor
Tally Wade

Regrets:

Harpreet Bains
Kayla England
Renu Seru
Thomas Westgate

University Secretariat:

Natalie Walker, Executive Secretary to Senate
Lori Scanlan, Administrative Assistant

1. **Call to Order** The Chair called the meeting to order at 4:00 pm.

2. **Approval of Agenda** **Moved by Tru Freeman; seconded by Connie Klimek:**
THAT Senate approve the agenda. **MOTION CARRIED**

3. **Approval of Minutes September 28, 2015** **Moved by Patrick Donahoe; seconded by Shawn Mason:**
THAT Senate approve the minutes of the September 28, 2015 Regular Senate meeting. **MOTION CARRIED**

4. Chair's Report 4.1 President's Report to Senate

The President's Report to Senate was received.

4.2 Provost Report to Senate

Salvador Ferreras, Provost and Vice President Academic, provided the committee with updates on the following items of academic interest:

- An implementation group has been assembled to review the goals in the Academic Plan and assess KPU's progress.
- Tomorrow, the final round of feedback will be reviewed and incorporated into the program development process flowchart.

- The Provost and Diane Purvey, Dean Faculty of Arts, attended a meeting with the Ministry of Education to discuss revisions to the curriculum in the kindergarten to grade nine (K to 9) grades. The expectation is that revisions to the K-9 curriculum will be implemented by September 2016 and revisions to grades ten to twelve curriculum will be rolled out by September 2017. KPU Academic Plan 2018 will be reviewed to determine impact of these elementary sector changes.
- The Teaching and Learning newsletter recently released was well received. The next issue will be published in January 2016 and should include a submission from the recently formed Teaching and Learning Council working closely with BC Campus.
- Todd Mundle, University Librarian, attended an Open Education and Resources conference in South Africa. He will share his information at an open forum being arranged.
- The Provost has been working with Judie Phillips, Special Assistant to the Provost on Policy and Academic Affairs and the International Education Department regarding field school guidelines. The guidelines will be presented to Senate for its information and feedback.

5. Senate Standing Committee on Curriculum

The report from the Senate Standing Committee on Curriculum was received.

5.1 Senate Sub-committee on Course Curriculum (SCC) Report

Jennifer Au presented the SCC report inclusive of new and revised course outlines submitted for Senate approval.

Moved by Jennifer Au; seconded by Brenda Snaith:

THAT Senate approve the following new and revised course outlines:

- **New course outlines: CHEM 4399, CHEM 4610, BIOL 3421, BIOL 4255, BIOL 4150**
- **Revised course outlines: CRIM 2341 and BIOL 2421**

MOTION CARRIED

5.2 Program Concept and Full Program Proposal: Minor in Indigenous Community Justice

Jennifer Au presented the Program Concept and Full Program Proposal: Minor in Indigenous Community Justice. Dr. Purvey informed Senate that the Minor has the potential to ladder with the University of Saskatchewan's Bachelor Degree, however these discussions had not yet been undertaken. Dr. Purvey was asked to consider if, at no extra cost, a Certificate or a Post Baccalaureate degree could be developed prior to the Minor being launched.

Senate requested the following revisions:

- On page 2 of the Program Concept, remove "Target students are non-traditional student populations" and clarify that target students are our domestic students.

- On page 8 of the Program Concept under "Maximum Scenario" clarify that the class size is not capped at 25 students.

Moved by Jennifer Au; seconded by Diane Purvey:

THAT Senate endorse the Program Concept and Full Program Proposal for a Minor in Indigenous Community Justice as amended and recommend it to the Board of Governors for approval.

MOTION CARRIED

5.3 Program Revision: Brewing and Brewery Operations Diploma Admission Requirement

Jennifer Au presented the Program Revision for the Brewing and Brewery Operations Diploma Admission Requirement.

Moved by Jennifer Au; seconded by Betty Worobec

THAT Senate approve the program revision to the Brewing and Brewery Operations Diploma Admission Requirement.

MOTION CARRIED

5.4 Document Revision: Course Outline Template (Phase one)

Jennifer Au presented the document revision to the Course Outline Template (Phase one). Dr. Au informed Senate that Phase two of the course outline template revision will be presented at the November 2015 meeting. Full implementation of the course outline template for both phase one and two will not occur until late in January 2016. Dr. Au informed Senate that both the Program Review process and the Quality Assurance process include mechanisms which insure that essential skills are embedded within KPU programs as required by the Ministry of Advanced Education (AVED). The Chair raised the concern that the current course outline template indicates that a course objective and outcome are the same and it was agreed that the title "Learning Objectives/Outcomes" be revised.

Action: Jennifer Au will revise the title "Learning Objectives/Outcomes" on the Course Outline Template so that it reads "Learning Outcomes".

Moved by Jennifer Au; seconded by Connie Klimek:

THAT Senate approve the revised Course Outline Template with the essential skills section removed (Phase 1).

MOTION CARRIED

6 Senate Executive Committee

No report.

7. Senate Standing Committee on University Budget

No report.

**8. Board /
Senate Task
Force on Bi-
cameral
Governance**

No report.

**9. Senate
Governance
Committee**

The Senate Governance Committee report was received.

9.1 Mandate and Membership Revision: Senate Standing Committee on University Budget

Patrick Donahoe presented the revision to the mandate and membership of the Senate Standing Committee on University Budget.

**Moved by Patrick Donahoe; seconded by Tru Freeman:
THAT Senate approve the mandate and membership revision for the Senate Standing Committee on University Budget.**

MOTION CARRIED

9.2 Mandate and Membership Revision: Senate Standing Committee on Policy Review

**Moved by Patrick Donahoe; seconded by Connie Klimek:
THAT Senate approve the mandate and membership revision for the Senate Standing Committee on Policy Review.**

Patrick Donahoe presented the revision to the mandate and membership of the Senate Standing Committee on Policy Review (SSC Policy). Due to insufficient information presented to support the revision for increased faculty representation, Senate determined that the mandate and membership should be referred back to committee.

**Moved by Wayne Tebb; seconded by Jane Fee:
THAT Senate refer the motion to the Senate Standing Committee on Policy Review for further consideration.**

MOTION CARRIED

9.1 Mandate and Membership Revision: Senate Nominating Committee

Patrick Donahoe presented the revision to the mandate and membership of the Senate Nominating Committee.

**Moved by Patrick Donahoe; seconded by Don McGonigal:
THAT Senate approve the mandate and membership revision for the Senate Nominating Committee.**

MOTION CARRIED

**10. Senate
Nominating
Committee**

10.1 Search Advisory Committee: Renewal of Appointment, Dean, Faculty of Health

Don McGonigal presented the nominees for the search advisory committee being struck for the renewal of appointment of the Dean, Faculty of Health.

**Moved by Don McGonigal; seconded by Connie Klimek:
THAT Senate approve the following members of the Search Advisory Committee for the Re-appointment for the Dean, Faculty of Health:**

Up to Six regular faculty members, appointed by the Senate to ensure representation by the Faculty of the Dean

- Gail Shepherd – Graduate Nursing Internationally Educated Program
- Lori Shortridge – Nursing Program
- Joan Boyce – Nursing Program
- Donna Malyon – Collaborative Nursing Program
- Arleigh Bell – Nursing Program
- Judith DeGroot – Health Care Assistant Program

One student, preferably a Senator

- Megan Salcak – Bachelor of Science, Nursing

MOTION CARRIED

10.2 Search Advisory Committee: Associate Dean, School of Business

Don McGonigal presented the nominees for the search advisory committee being struck for the appointment of the Associate Dean, Faculty of Business.

**Moved by Don McGonigal; seconded by Shawn Mason:
THAT Senate approve the following members of the Search Advisory Committee for the appointment of the Associate Dean, Faculty of Business:**

Up to Six regular faculty members, appointed by the Senate to ensure representation by the Faculty of the Associate Dean

- Amanda Bickell – Marketing Program
- Pat Brown – Marketing Program
- Catherine Maydan – Computer Science and Information Technology Program
- Helen Vallee – Accounting Program
- Valerie Warren – Accounting Program
- Guoren Zhang – Business Quants Program

One student, majoring in a program offered by the Faculty, appointed by the Senate

- Tanveer Grewal– BBA, Human Resource Management

MOTION CARRIED

11. Senate Standing Committee on Academic Planning & Priorities

The Senate Standing Committee on Academic Planning and Priorities report was received.

11.1 Quality Assurance Framework

Jennifer Au presented the Quality Assurance Framework. President Davis provided additional background.

**Moved by Jennifer Au; seconded by Wayne Fenske:
THAT Senate endorse the Quality Assurance Framework.**

MOTION CARRIED

**12. Senate
Standing
Committee on
the Library**

The Senate Standing Committee on the Library report was received. Senate requested that item four be amended to read “chairs for students”.

**13. Senate
Standing
Committee on
Policy Review**

The Senate Standing Committee on Policy Review report was received. Senate requested that the report be amended by removing “The committee endorsed the proposal for a Minor in Indigenous Community Justice”.

13.1 L2 Joint Approval Policy: Request for Elimination

Connie Klimek presented the request for elimination of L2 Joint Approval Policy.

**Moved by Connie Klimek; seconded by Shawn Mason:
THAT Senate approve the elimination of L2: Joint Approval Policy.**

MOTION CARRIED

13.2 L9 Essential Skills Revision Request to Procedures

Connie Klimek introduced Jennifer Au who presented the revision to policy L9 Essential Skills procedures. Senate requested that the following revisions to L9 Essential Skills Policy and Procedures also be considered:

- Replace the logo with a current KPU logo
- Review the list of essential skills and insure they are the same as those assessed by AVED
- Review if point two of the procedures is necessary since points one and three seem to make point two redundant.

Action: Connie Klimek will forward Senate’s request for revisions to L9 Essential Skills Policy and Procedures to the University Secretariat as outlined in E4 Protocol for the Development of University Policies & Procedures .

13.3 Approval of Academic Schedule 2016/17

Connie Klimek presented Academic Schedule 2016/17 to Senate for its approval. The committee engaged in a fulsome discussion regarding replacing the word “exam” in the exam week schedule with the word “assessment”. The discussion revealed that although many departments used assessments rather than exams to determine a student’s efficacy the process of how and when assessments were conducted differed throughout KPU. Also determined was the fact that engaging in assessment activities may require a student to choose between sitting a final exam or participating in an assessment. The University Registrar, Zena Mitchell explained that the use of the term “exam schedule” was in compliance with Policy B17 Final Examinations and Overloads. The committee decided that B17 would require review prior to any decisions being made.

**Moved by Connie Klimek; seconded by Shawn Mason:
THAT Senate approve the Academic Schedule 2016/17.**

MOTION CARRIED

- 14. Senate Standing Committee on Program Review** The Senate Standing Committee on Program Review report was received.
- 15. Senate Standing Committee on Tributes** No report.
- 16. Approval of Graduates** The University Registrar presented the graduates to October 26, 2015.
**Moved by Romy Kozak; seconded by Wayne Tebb:
THAT Senate approve the graduates to October 26, 2015. MOTION CARRIED**
- 17. Items for Discussion** The President was asked if KPU could face any legal action resulting from the decision to withdraw from the TransMountain Memorandum of Understanding. Senate was informed that the agreement was non-binding.
- The question was raised regarding re-assessing the criteria used to determine graduation with distinction. It was noted that there appeared to be an excessive number of students graduating with distinction in KPU convocation ceremonies. The Provost stated that he would re-visit Policy L4 Graduation With Distinction.
- Action: The Provost will review L4 Graduation with Distinction Policy.**
- 18. Next Meeting** Monday, November 30, 2015, from 4pm – to 7pm, Surrey Campus, Cedar 2110.
- 19. Adjournment** The meeting adjourned at 5:25pm