



## MINUTES

### Senate Meeting

Monday, December 14, 2015

4:00 pm

Surrey Campus Boardroom (2110)

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#### Present:

Jennifer Au, Vice Chair  
Chamkaur Cheema  
Alan Davis, Chair  
Patrick Donahoe  
Jane Fee  
Wayne Fenske  
Salvador Ferreras  
Andhra Goundrey  
Brian Haugen  
Marc Kampschuur

Connie Klimek  
Romy Kozak  
Don McGonigal  
Zena Mitchell  
Jerry Murphy  
Jim Murray  
Todd Mundle  
Diane Purvey  
Carolyn Robertson  
Angela Ryan

Renu Seru  
Brenda Snaith  
Carol Stewart  
Wayne Tebb  
Puneet Thiara  
Chris Traynor  
Tally Wade  
Thomas Westgate  
Elizabeth Worobec

#### Regrets:

Harpreet Bains  
Tru Freeman  
Adnan Hifzur  
Stan Kazymierchyk  
Kimberley McMartin  
Kayla England

#### University Secretariat:

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

#### Guest:

Jean Nicholson-  
Church

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1. **Call to Order**      The Chair called the meeting to order at 4:00 pm.
  
2. **Approval of Agenda**      **Moved by Carolyn Robertson; seconded by Chris Traynor:**  
**THAT Senate approve the agenda.**      **MOTION CARRIED**
  
3. **Approval of Minutes November 30, 2015**      **Moved by Tally Wade; seconded by Thomas Westgate:**  
**THAT Senate approve the minutes of the November 30, 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**  
  
The Provost's updated Senate on his activities in the last month:
  - The Traditional Chinese Medicine (TCM) – Acupuncture Diploma is expected to be presented to Senate in February 2016. KPU has been working with the Ministry of Advanced Education (AVED), the University of British Columbia

(UBC) and the Faculty of Medicine to explore and construct a distributed clinical model for student clinical work. A revised business plan has been developed and will be delivered to the AVED tomorrow. We continue to plan for the implementation of the program for September 2016.

- The Government of Canada has announced it will act on all the 94 recommendations of the Truth and Reconciliation Commission (TRC). The Provost has responded on behalf of KPU to two different surveys indicating our institutional responses to the relevant issues raised in the TRC's recommendations as they apply to post-secondary institutions. The first survey was conducted by AVED and the second sought a more national compendium of practices to be collated and distributed by Universities Canada.
- The Common Online Application Project continues unabated although with a more constrained scope. The adoption of a full province-wide application system while desirable on many fronts is a huge project requiring much more planning and a graduated approach. In the meantime a front-end portal known as an E-Pass and the ability to implement electronic transcripts will require all BC institutions to become part of Apply BC by 2017.
- The Ministry of Advanced Education's Degree Quality Assessment Board (DQAB) revised terms of reference were approved 27 November by the Minister. The biggest change is the labour market lens that has to be applied to all proposals going to DQAB. Ministry staff very aware of the issues for institutions caught in the "logjam" of approvals, and some discussion about whether institutions need to change their approach in terms of what they put forward for approval.
- KPU is participating with Surrey's DiverseCity on a joint proposal to apply to the Premier's Refugee Readiness Fund to be one of the five Refugee Response Teams in BC, this one being to address the Fraser Valley needs.
- The Provost will be delivering a first draft of the programming plans and facility plans for Three Civic Plaza to the Board's Finance Committee on January 14<sup>th</sup>. This document will be a compilation and analysis of possibilities based on internal and external discussions. Furthermore, the briefing will form the preliminary basis for upcoming planning with the builders and architects of the facility that is due to open for business in Spring 2017.
- The Office of the Provost has been in continual consultations with the Vice Chair of Senate to ensure new policies, curriculum planning, revised policies and the progressive agenda of course development continues unabated. On the horizon we also have an almost-ready new Field School Guidelines document for consideration by Senate, an emerging Mature Learners plan and the introduction of a Healthy University Framework development process for both students and employees in the new year.

## **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 Report**

Jennifer Au presented the Senate Sub-committee on Course Curriculum Report.

**Moved by Jennifer Au; seconded by Thomas Westgate:  
THAT Senate approve the following new and revised course outlines:**

- **New course outlines:** PHYS 3610, PHYS 3620, PHYS 3710, PHYS 3900, LING 3390, CUST 3390, HEAL 1100, HEAL 1150, HEAL 1180, FREN 3110, CUST 3110, and DESN 2100.
- **Revised course outlines:** PSYC 3980, IDSN 3525, IDSN 3531, and GDMA 2140.

**MOTION CARRIED**

### **5.2 Full Program Proposal: Certificate in Health Foundations**

Jennifer Au presented the Full Program Proposal (FPP) for a Certificate in Health Foundations. Questions resulting from Senate’s discussion were answered satisfactorily. The Chair commented that the Certificate includes seven courses that could be applied within other Faculties if students do not enter into the Bachelor of Science in Nursing (BSN) or the Bachelor of Psychiatric Nursing (BPN). The investigation of alternate education streams for graduates of the Certificate in Health Foundations to move through was encouraged.

**Moved by Jennifer Au; seconded by Carolyn Robertson:**  
**THAT Senate endorse the Full Program Proposal for a Certificate in Health Foundations and recommend it to the Board of Governors for approval.**

**MOTION CARRIED**

### **5.3 Full Program Proposal: Bachelor of Science in Nursing**

Jennifer Au presented the FPP for the Bachelor of Science in Nursing. Senate discussed the BSN and provided the following recommendations:

- **Page 8 of FPP:** The course name for PHIL 3010 is incorrect. Change “Bioethics” to “Health Care Ethics”.
- **Page 8 of FPP and Page 9 of Appendix E (both sides of the table):** In Year 4, Semester 7, specify the acronym and course level that students may take for the elective course. For example, “Any 3000 or 4000 level PSYC, SOCI, or ACCT”.

**Moved by Jennifer Au; seconded by Jerry Murphy:**  
**THAT Senate endorse the Full Program Proposal for a Bachelor of Science in Nursing and recommend it to the Board of Governors for approval as amended.**

**MOTION CARRIED**

### **5.4 Full Program Proposal: Bachelor of Psychiatric Nursing**

Jennifer Au presented the FPP for the Bachelor of Psychiatric Nursing.

**Moved by Jennifer Au; seconded by Connie Klimek:**  
**THAT Senate endorse the Full Program Proposal for a Bachelor of Psychiatric Nursing and recommend it to the Board of Governors for approval.**

**MOTION CARRIED**

### **5.5 Full Program Proposal: Horticulture Technology Diploma**

Jennifer Au presented the FPP for the Horticulture Technology Diploma.

**Moved by Jennifer Au; seconded by Elizabeth Worobec:**  
**THAT Senate endorse the Full Program Proposal for a Horticulture Technology Diploma and recommend it to the Board of Governors for approval.**

**MOTION CARRIED**

## 5.6 Document Revision: Course Outline Template (Phase 2)

Jennifer Au presented the Phase 2 revision to the Course Outline Template. The document was referred back to the Senate Standing Committee on Curriculum with the following requested amendments:

- Under the section on Approved Attributes add a check box for “pathway course” with a drop-down menu to select one of the following: “Select undergraduate course list”, and “Expanded undergraduate course list”.
- Under Revisions for Approval by Senate, add a checkbox for “Discontinuance of this course”
- Under Transfer Credit, add the phrase “For Sending Purposes Only” in parentheses to the first checkbox item and remove the “Please send this new course outline for transfer credit” checkbox.
- Under the Assessment Methods section, add an additional checkbox for the following: “Please indicate the program(s) to which this grade applies: \_\_\_\_\_”

**Moved by Jerry Murphy; seconded by Carolyn Robertson:**

**THAT the revised Course Outline Template (Phase 2) be referred to SSCC for the requested amendments. MOTION CARRIED**

**6 Senate Executive Committee**

No report.

**7. Senate Standing Committee on University Budget**

The Senate Standing Committee on University Budget report was received.

### 7.1 2016/17 Budget Priorities

The 2016/17 Budget Priorities were supplied for Senate’s information.

**8. Senate Governance Committee**

The Senate Governance Committee report was received.

### 8.1 Senate and Senate Standing Committee Cover Template

Patrick Donahoe presented the proposed Senate and Senate Standing Committee Cover Template.

**Moved by Patrick Donahoe; seconded by Don McGonigal:**

**THAT Senate approve the Senate and Senate Standing Committee Cover Template. MOTION CARRIED**

**9. Senate Nominating Committee**

The Senate Nominating Committee report was received.

**Moved by Jennifer Au; seconded by Brenda Snaith:**

**THAT Senate approve the following as members of Senate Standing committees:**

**Senate Standing Committee on Academic Planning and Priorities**

Student Senator – Puneet Thiara, Student Senator  
Faculty of Design, faculty member – Andhra Goundrey, Senator, Fashion Design and Technology

**Senate Nominating Committee**

Student – Puneet Thiara, Student Senator

**Senate Standing Committee on Curriculum**

Faculty of Health, faculty member – Leeann Ring, Bachelor of Science in Nursing

**MOTION CARRIED**

**9.1 SAC: Vice Provost, Teaching and Learning**

Jennifer Au informed Senate that following the November 30, 2015 Senate meeting, the Faculty of Business submitted Helen Vallee as a faculty member nominee for the SAC Vice Provost, Teaching and Learning. At its December 7, 2015 meeting, the Senate Nominating Committee recommended that Senate approve Helen Vallee as the faculty member representative from the Faculty of Business for the SAC Vice Provost, Teaching and Learning.

**Moved by Jennifer Au; seconded by Connie Klimek:**

**THAT Senate approve Helen Vallee as a member of the Search Advisory Committee for the Vice Provost, Teaching and Learning.**

**MOTION CARRIED**

**10. Senate Standing Committee on Academic Planning & Priorities**

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

**10.1 Request for Institutional Recognition: Surrey Community College**

Senate discussed the need for the Senate Standing Committee on Academic Planning and Priorities (SSCAPP) to use a standardized set of criteria in the review of submissions for institutional recognition. The University Registrar, Zena Mitchell, informed Senate that she will supply SSCAPP with the list of criteria currently used by the Office of the Registrar.

**Moved by Jennifer Au; seconded by Diane Purvey:**

**THAT Senate grants institutional recognition to Surrey Community College.**

**MOTION CARRIED**

**One opposition: Carolyn Robertson**

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

No Report

**12. Senate Standing**

The Senate Standing Committee on Policy Review report was received.

**Committee on  
Policy Review**

**12.1 AC10: Establishment, Revision, Suspension and/or Discontinuance of  
Programs Policy and Procedures**

Connie Klimek presented AC10: Establishment, Revision, Suspension and/or Discontinuance of Programs Policy and Procedures.

**Moved by Connie Klimek; seconded by Jane Fee:  
THAT Senate endorse AC10: Establishment, Revision, Suspension and/or  
Discontinuance of Programs Policy and Procedure and recommend it to the Board  
of Governors for approval. MOTION CARRIED**

**12.2 GV9: Establishment and/or Discontinuance of Faculties and Departments  
Policy and Procedures**

Connie Klimek presented GV9: Establishment and/or Discontinuance of Faculties and Departments Policy and Procedures. Senate requested that the definition of "School" from AC10 be added to GV9. This will ensure that a new Faculty could be named a Faculty or a School.

**Moved by Connie Klimek; seconded by Jane Fee:  
THAT Senate endorse GV9: Establishment and/or Discontinuance of Faculties and  
Departments Policy and Procedure as amended and recommend it to the Board of  
Governors for approval. MOTION CARRIED**

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

No report.

**14. Senate  
Standing  
Committee on  
Tributes**

No report.

**15. Update from  
the Office of  
the Registrar:**

**15.1 Approval of Graduates to December 14, 2015**

**Moved by Romy Kozak; seconded by Brian Haugen:  
THAT Senate approve the graduates to December 14, 2015.**

**MOTION CARRIED**

**15.2 Senator Resignation**

The University Registrar informed Senate that Shawn Mason, faculty Senator from the Faculty of Health, had tendered her resignation. A faculty member to fill the Senate seat will be sought during the Spring election.

Senate was informed that Student Senator Kayla England had missed more than three Senate meetings.

**Moved by Patrick Donahoe; seconded by Chamkaur Cheema**

**THAT Student Senator, Kayla England's seat on Senate be declared vacant.**

**MOTION CARRIED**

**16. Items for Discussion**

The Chair delivered a heartwarming seasonal message to Senate in the form of The Scandinavian Candle Making Kit story.

**17. Adjournment**

The meeting adjourned at 5:15pm