



MINUTES

Senate Meeting

Monday, November 21, 2016

4:00 pm

Surrey Campus Boardroom (2110)

Present:

Herbie Atwal
Jennifer Au, Vice Chair
Harpreet Bains
David Burns
Chamkaur Cheema
Alan Davis, Chair
Bob Davis
Patrick Donahoe
Jane Fee
Wayne Fenske
Salvador Ferreras

Allison Gonzalez Biagi
Andhra Goundrey
Brian Haugen
Kimberley McMartin
Zena Mitchell
Todd Mundle
Jim Murray
Denise Nielson
Diane Purvey

Leeann Ring
Carolyn Robertson
Renu Seru
Brenda Snaith
Carol Stewart
Wayne Tebb
Chris Traynor
Thomas Westgate
Elizabeth Worobec

Regrets:

Tanya Corbet
Stan Kazymierchyk
Connie Klimek
Sonja Kreuzkamp
Caitlin McCutchen
Angela Ryan

Senate Office:

Lori Scanlan, Administrative Assistant
Stephen Yezerinac, Associate Registrar

Guests:

Tanvir Singh

1. Call to Order The Chair called the meeting to order at 4:00 pm and introduced new Senators David Burns and Leeann Ring.

2. Approval of Agenda **Moved by Chris Traynor; seconded by Patrick Donahoe:**
THAT Senate approve the agenda.

MOTION CARRIED

3. Approval of Minutes October 24, 2016 **Moved by Brenda Snaith; seconded by Patrick Donahoe:**
THAT Senate approve the minutes of the October 24, 2016 Regular Senate meeting as amended.

Item 9.2 "Ann-Marie McClennan" was revised to read "Ann-Marie McLellan".

MOTION CARRIED

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

The President's Report to Senate was received.

4.2 Renewal of Chancellor

Senate was consulted, as per part five, section 11 (1) of the University Act, regarding the KPU Alumni Association's recommendation to the Board of Governors that George Melville be re-appointment as KPU's Chancellor.

4.3 Provost's Report to Senate

The Provost's Report to Senate was received.

5. Senate Standing Committee on Curriculum

The Chair of the Senate Standing Committee on Curriculum, Jennifer Au, presented.

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

5.1 Senate Sub-committee on Course Curriculum Report

Moved by Jennifer Au; seconded by Brian Haugen:

THAT Senate approve the following course outlines for implementation on September 1, 2017:

Course outline revisions:

- **HORT 1102, 1104, 1155, 1217, 1232**

Course outline discontinuances:

- **FSDN 4100, 4101, 4102, 4103**

MOTION CARRIED

5.2 Program Admissions Revision: Certificate in Appliance Servicing

Moved by Jennifer Au; seconded by Brian Haugen:

THAT Senate approve the revisions to the Certificate in Appliance Servicing admissions requirements for implementation on September 1, 2017.

MOTION CARRIED

5.3 Program Admissions Revision: Citation in Piping

Moved by Jennifer Au; seconded by Brian Haugen:

THAT Senate approve the revisions to the Citation in Piping Foundation admissions requirements for implementation on September 1, 2017.

MOTION CARRIED

5.4 Document Revision: Program Revision Form

Moved by Jennifer Au; seconded by Brenda Snaith:

THAT Senate approve the revisions to the Program Revision Form.

MOTION CARRIED

6 Senate Executive Committee

The President reported that the Senate Executive Committee met to approve the agenda.

7. Senate Standing Committee on Policy Review

The Chair of the Senate Standing Committee on Policy Review (SSC Policy), Bob Davis, provided a verbal report regarding the committee's recommendation of ST2, ST3 and ST7.

The Policy Developer, Vice Provost Students, Jane Fee described the policy revision process and the key principles of the new policies.

7.1 ST2 Student Academic Integrity Policy and Procedures

Moved by Bob Davis; seconded by Brian Haugen:

THAT Senate approve the policy and procedure ST2, Student Academic Integrity effective May 1, 2017.

The Chair recognized Tanvir Singh, Vice President, University Affairs, Kwantlen Student Association. Mr. Singh questioned the lack of specificity in time limits for certain procedural steps and allowable interventions by an appellant's support person. Senate was satisfied with the responses.

MOTION CARRIED

7.2 ST3 Grade Appeals Policy and Procedure

Moved by Bob Davis; seconded by Allison Gonzalez-Biagi

THAT Senate approve the policy and procedure ST3, Grade Appeals effective May 1, 2017 as amended.

Senate's discussion resulted in the following amendment:

- Section E: Related Policies and Legislation, add FM8 Student Tuition and Fees Policy and Procedures and Bylaw 4 Fees

MOTION CARRIED

7.3 ST7 Student Conduct (Non-Academic) Policy and Procedures

Moved by Bob Davis; seconded by Diane Purvey:

THAT Senate endorses the policy and procedure ST7, Student Conduct (Non-Academic) effective May 1, 2017, and recommends them to the Board of Governors for approval.

A question was raised regarding the reimbursement of student fees in cases where an appellant's appeal is successful.

ACTION: The SSC Policy will review the details in Policy FM8, Student Tuition and Fees and Procedures, as well as Bylaw 4 Fees.

MOTION CARRIED

8. Senate Governance Committee

The Chair of the Senate Governance Committee, Patrick Donahoe, presented.

The report from the Senate Governance Committee was received.

8.1 Establishment of a Senate Standing Committee on Appeals

**Moved by Patrick Donahoe; seconded by Wayne Fenske:
THAT Senate approve the establishment of the Senate Standing Committee on Appeals effective May 1, 2017.**

And

THAT Senate approve the elimination of the current Senate Standing Committee on Academic Appeals.

Clarification was requested regarding appointments to the Senate Standing Committee on Appeals (SSCA) and the process by which the Senate appointments will be made. Senate was informed that the Senate Nominating Committee will solicit nominees for the faculty member, student senator and professional support staff positions and then make recommendations to Senate for appointment to SSCA.

The following amendments, as underlined, were agreed to by Senate:

Membership

The membership and mandate for such a committee must be broadly constituted to ensure that possible conflicts of interest are avoided when hearing student appeals. The composition of the SSC on Appeals is as follows:

- *Provost & Vice President, Academic or designate (Chair)*
- *Two faculty members, one each from two different Faculties appointed by Senate*
- *Two Deans appointed by the Provost & Vice President Academic*
- *Two students, one of whom shall be a student senator appointed by Senate; one appointed by the Provost & Vice-President Academic. Each student shall be from a different Faculty.*
- *Two professional support staff appointed by Senate*

MOTION CARRIED

It was recommended that the two faculty members, two Deans and two students come from six different Faculties.

8.2 Bylaw Revision: Faculty of Health

**Moved by Patrick Donahoe; seconded by Leeann Ring:
THAT Senate approve the revisions to the Faculty of Health Bylaws, effective January 1, 2017 as amended.**

Senate requested that “depositing to KORA” be added to Section 2.4 of the Standing Committee on Research & Scholarship terms of reference. As amended, this section would read as follows: “Encourage dissemination of research and scholarship by depositing to KORA.”

MOTION CARRIED

8.3 Senate Governance Committee Membership

**Moved by Patrick Donahoe; seconded by Chamkaur Cheema:
THAT Senate approve the following change and addition in membership to the
non-voting membership for the Senate Governance Committee:**

University Secretary or ~~Executive Secretary to the Senate~~ designate

Associate Registrar, Senate and Curriculum

MOTION CARRIED

8.4 Notice of Senate Bylaw Revision: Senate Bylaw 1.10

Senate was informed of the following proposed amendment to Senate Bylaw 1.10, which will be considered by Senate at a subsequent meeting:

Current language: "Members of Senate shall commit to serving on a minimum number of its committees, as set from time to time by Senate."

Proposed revision: "Members of Senate normally commit to serving on two committees except in exceptional circumstances. Requests for exceptions are reviewed by the Chair of Senate."

8.5 For Information: ER1 Fundraising Policy

ER1, Fundraising Policy, was presented to Senate for information and advice. The Chair of Senate provided background regarding the policy's development.

9. Senate Standing Committee on University Budget

The Chair of the Senate Standing Committee on University Budget (SSCUB), Thomas Westgate, provided a verbal update regarding the 2016/17 budget presentation process and the summary of budget requests that were reviewed at the November 18, 2016 meeting of SSCUB.

10. Senate Nominating Committee

The Chair of the Senate Nominating Committee, Brenda Snaith, presented.

The report from the Senate Nominating Committee was received.

10.1 Appointments to Senate Standing Committees

**Moved by Brenda Snaith; seconded by Diane Purvey:
THAT Senate approve the appointment of David Burns, faculty member, Faculty of
Arts, to the Senate Standing Committee on Program Review.**

MOTION CARRIED

10.2 Search Advisory Committee for the Appointment of Associate Vice President Academic

Moved by Brenda Snaith; seconded by Leeann Ring:

THAT Senate approve the following nominees for appointment to the Search Advisory Committee for the Appointment of Associate Vice President, Academic: Three regular faculty members to ensure broad representation from among the Faculties:

- **Wiktor Tutlewski, School of Business**
- **Jacqollyne Keath, Faculty of Health**
- **Jocelyn Lymburner, Faculty of Arts**

One student, preferably a Senator:

- **Kimberley McMartin, Senator**

MOTION CARRIED

10.3 Search Advisory Committee for the Appointment of Associate Dean, Faculty of Trades and Technology

Moved by Brenda Snaith; seconded by Brian Haugen:

THAT Senate approve the following nominees for appointment to the Search Advisory Committee for the Appointment of Associate Dean, Faculty of Trades and Technology:

Up to six regular faculty members from the Faculty of Trades and Technology:

- **Al Sumal, Welding Program**
- **Ed Miks, Carpentry Program**
- **Gerard Sheehan, Automotive Program**
- **Mary Wilton, Automotive Program**
- **Tom Westgate, Appliance Service Program**
- **Gerard Laverty, Farrier Program**

One student majoring in a program offered by the Faculty of Trades and Technology:

- **Phil Hurst, Electrical Program**

MOTION CARRIED

11. Senate Standing Committee on Academic Planning & Priorities

The Chair of the Senate Standing Committee on Academic Planning and Priorities (SSCAPP), Jennifer Au, presented and informed Senate that at the next SSCAPP meeting an election will be conducted to elect a new committee Chair.

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

Dr. Au was thanked for her work in chairing SSCAPP.

11.1 Program Relocation: Computer Aided Design & Drafting

Senate was informed that the memo regarding the relocation of the Computer Aided Design & Drafting Program from the Faculty of Trades and Technology to the Faculty of Science and Horticulture was presented to Senate for comment. The Provost, Salvador Ferreras, informed Senate that the relocation will take effect operationally on September 1, 2017. However, for budget purposes the implementation date will be April 1, 2017.

- 12. Senate Standing Committee on the Library** No report.
- 13. Senate Standing Committee on Program Review** No report.
- 14. Update from the Office of the Registrar** The University Registrar, Zena Mitchell, presented.

14.1 Results of the Fall By-election to University Senate

The University Registrar presented the outcome of the Senate Fall by-election. Senate was informed that Leeann Ring, faculty member from the Faculty of Health, and David Burns, faculty member from the Faculty of Arts, are the new senators.

14.2 Correction: Senate list of Graduates (September 26, 2016)

The University Registrar informed Senate that due to a computer error triggered by the coding of an old Kwantlen College course, a student was incorrectly presented to Senate as a graduate of the Bachelor of Arts, Major in Psychology.

**Moved by Diane Purvey; seconded by Wayne Fenske:
 THAT Senate rescind approval of the credential in Bachelor of Arts, Major in Psychology from Marie Corsaire Santa Ana.**

MOTION CARRIED

14.3 Approval of Graduates to November 21, 2016

**Moved by Wayne Tebb; seconded by Wayne Fenske:
 THAT Senate approve the list of graduates to November 21, 2016.**

MOTION CARRIED

- 15. Items for Discussion** Information was shared regarding the CUFA BC Conference on University Governance taking place in Vancouver on March 3rd and 4th, 2017.
- 16. Next Meeting** December 19, 2016, 4pm – 6pm, Surrey Campus Room 2110.
- 17. Adjournment** The meeting adjourned at 5:41pm