



SENATE MINUTES

MONDAY, NOVEMBER 6, 2017
10:00 AM, BOARDROOM

Ron Burnett, Chair	Alia Hijaab Ebayed
Kevin Bird, Secretary-of-Senate	Suzanne Rackover
Haig Armen	Celeste Martin
Ruth Beer	Julie York
Shauna Bryan	Joakim Zatko
Helene Day Fraser	Deborah Shackleton
Cissie Fu	Laurance Playford-Beaudet
Jorma Kujala	Danielle Zandvliet
Patricia Kelly	

Regrets: Geoff Plant, Judy Davis, Mimi Gellman, Harry Killas, Bonne Zabolotney

Guests: Michael Clifford, Philippa Mennell, Kurt Stavrou

I. ADMINISTRATIVE BUSINESS

1. Call to Order – Ron Burnett, Chair, called the meeting to order at 10:03 am.
2. Motion: Approval of October 2, 2017 Senate Minutes.
Moved / Seconded to approve the October 2, 2017 Senate Minutes. Carried
3. Motion: Adoption of Agenda. The Agenda was approved
Moved / Seconded to approve the Agenda. Carried

II. BUSINESS / DECISIONS

1. Update – Leave of absence from Senate. Philippa Mennell, University Secretary, reported on consultations with legal counsel on interpretation of our Senate Bylaws and the University Act regarding procedures for Senate leave-of-absence requests and how it may be possible for an interim representative to serve during a leave-of-absence.

Procedure for leave-of-absence from the Senate:

Member makes a request for leave to the Senate, addressing the letter or email to the Chair, Vice Chair, and Secretary of Senate/Registrar. The length of the leave must be equivalent to the time away from the workplace. At the next Senate meeting, Senate deliberates on the request and may pass a resolution approving the leave under Article IV Section 3 of the Bylaws.

Procedure for enabling interim representation during a leave-of-absence

Senate may then call an election or request appointment of an interim member, following regular procedures as defined by University policy. The interim member will serve for the period that the previous member is on leave. When the previous member returns to the workplace, they will assume their Senate position, unless they choose to resign from Senate. Following a resignation, a vacancy will be declared and a member will be elected or appointed to serve the remainder of the previous term.

There was a discussion, particularly about how the procedures would apply for Alumni members and students. It was agreed that inclusive wording regarding leave-of-absence procedures for all Senate members should be included in the Senate By-laws.

2. Governance Committee Recommendation: To merge Admissions Committee with APP Committee. Cissie Fu, Chair, Governance Committee, presented the recommendation from the Governance committee to merge the Admissions Committee with the Academic Planning + Priorities (APP) Committee. The Admissions Committee's authority and mandate, 35. 2 (5) (d), is to prepare, review and recommend qualifications for admission to the APP Committee. The APP Committee has the same authority. Kevin Bird, Chair, Admissions Committee reported that it has been challenging to confirm Admissions Committee meetings due to members' time constraints. There was a discussion. Senate reviewed the membership of both committees and it was noted that the Aboriginal Program Manager is a member of the Admissions Committee. Senate requested that Aboriginal Program Manager be added to the APP Committee membership. Senate unanimously agreed to merge the Admissions Committee with the APP Committee.

Moved / Seconded to merge the Admissions Committee with the APP Committee.

Carried

3. Executive Summary template for sub-committee motions reaching Senate – Cissie Fu distributed a draft Executive Summary top sheet for Senate to consider. The top sheet would outline decisions and a contextual summary of subcommittee discussions. The top sheet would be included with proposals presented to Senate by Senate Subcommittee Chairs. The main purpose for the top sheet would be to avoid repeating the same Senate subcommittee discussions, and minute details, at the Senate meeting, and instead allow Senators to focus on enhanced discussions and decision-making. Senate discussed whether the reporting should be done verbally instead of submitting a written document to Senate that could be misinterpreted and taken out of context. It was agreed, informally, that the top sheet will be used by subcommittee Chairs only, who will fill in the information, keep it as a record and report the information verbally to Senate. This process will be piloted until end of the academic year.

4. CPR Motions. Cissie Fu presented the new Writing courses;
 - a) WRTG 2XX Multilingual Approaches to Writing New Course
 - b) WRTG 3XX Collaborative Writing New Course
 - c) WRTG 3XX Special Topics in Writing New Course
 - d) WRTG 4XX Senior Writing Studio New Course

It was noted that all the Writing courses are listed as studio courses. There was a discussion regarding the practice of differentiating academic / studio courses.

A working committee was formed to examine the practice and its validity. The committee will review historic, present and future practices and examine reasons why courses are identified as academic or studio, as well as research labour issues, admission and number of FTEs etc. Senate members who volunteered to join the working committee are; Trish Kelly, who will be Chair, Celeste Martin, Helene Day Fraser, Lemon Reimer, Kevin Bird, Haig Armen, and Michael Clifford. The Committee will report to Senate on preliminary findings and timelines on this project at the next Senate meeting.

Moved / Seconded to approve the formation of a working committee which will review the practice of differentiating studio / academic courses. Carried

Moved / Seconded to approve WRTG 2XX Multilingual Approaches to Writing New Course, WRTG 3XX Collaborative Writing New Course, WRTG 3XX Special Topics in Writing New Course, WRTG 4XX Senior Writing Studio New Course as presented. Carried

III. REPORTS

1. Chair's Report – Dr. Ron Burnett, Chair of Senate and President, reported that an announcement regarding a major donation will be forthcoming after the Board meeting on November 23rd. This donation will mainly be used for student support, bursaries, scholarships, the indigenous study fund, and for capital repairs and upkeep of the building. The President asked the ECU community to respect and appreciate the much needed support that is graciously given to students and ECU operations by generous donors.

The President noted that the ECU community has occupied the new campus for merely two months to date, and it will take a few years before all issues, concerns and various challenges are solved and dealt with. The President asked for leadership from Senators and encouraged Senators to lead the dialogue regarding change management with their respective constituencies.

The President reported that ECU has 12% more space at the new campus compared to the previous campus. The space allocated for each Faculty has been purposely designed after almost 200 consultation meetings with all constituencies. The President asked for understanding and patience

from everyone while the ECU community get used to utilizing this new space.

The President noted that the owners of the Loafe Cafeteria are committed to addressing various concerns, and they are working actively with students and staff through open forums and surveys.

The President reported that Translink will begin the work with the new skytrain subway that will be situated on the north side of ECU. The whole of GNW will continue to be a major site of development in the next five to ten years.

The President noted that the Big Reveal Open House, which was held at ECU end of October, was a tremendous success and more than 4,000 people visited ECU. The President finished his report with information about possible plans for future student residencies. Further information will be forwarded to the community when plans are confirmed and finalized.

2. Vice Chair's report – Dr. Ron Burnett reported that Bonne Zabolotney, who was not present at the meeting due to a conflicting schedule, will be posting an important data document on the Moodle site soon, and an email will be sent to the community.
3. Governance report – Cissie Fu had nothing to report.
4. Open Forum – A Senator inquired if the development of the mandatory ethics training module, which was discussed at the Spring Senate meetings, is underway. The President's office will follow up with the Human Resources department. The off-gassing from the new tables in the Boardroom was questioned. The Vice President of Finance + Administration will investigate solutions.

IV. NEXT MEETING: December 4, 2017.

V. ADJOURNMENT – The meeting adjourned at 11:25 pm.