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| VIU%20logo_1 | **SENATE Thursday, March 5, 2009 4:00 pm****Library Boardroom - Building 305, Room 507** |

***(Draft)* Minutes of the Meeting**

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| --- | --- | --- | --- |
| **MEMBERS PRESENT:** | Anne LeavittBarbara ThomasBernie HeiseBob FoleyCatherine SchittecatteChris MunroDan Light Dennis SilvestroneDuane Barker Eric DemersFred Jacklin | Harry JanzenHope LeithIan CapletteJean TonskiJohn BlackJohn LepageJohn PhillipsJohn RogersonLaureen Styles Leslie King | Madelene Heffel PontingMaurice GallantMike MannMilena EssigNicole LewisPeter BriscoeRalph Nilson (Chair)Steve BeasleySteve LaneVirginia MacCarthy |
|  |  |
| **REGRETS:** | Fred MacDonaldGraham PikeJames Bowen | Jean MaltesenJohn MorganShawn Atleo  | Stu SeifertVicki Noonan |
|  |  |
| **GUESTS:** | Diny van Beers, University Secretary/Senior Policy Advisor |
|  |  |
| **RECORDER:** | Kyla Morgan |

# **1. CALL TO ORDER**

The meeting was called to order at 4:05 pm.

# **2. APPROVAL OF AGENDA/MINUTES**

1. **Approval of Agenda**

A suggestion was made to add “Seating Arrangements” as agenda item 5.2.

**MOTION:** (Lane/Tonski)

Moved approval of the March 5, 2009 Senate agenda as presented. Carried.

**ACTION: Website**

1. **Approval of Minutes**

**MOTION:** (Mann/Lane)

Moved approval of the February 5, 2009 Senate meeting minutes as presented. Carried.

**ACTION: Website**

**3. REPORT OF THE CHAIR**

The Chair noted the following:

* The Alumni Association is being established and an alumni representative will soon be appointed to Senate.
* The Government of BC announced their 2009 budget which included a substantive amount allocated to post-secondary education. It is unclear at this point how the funds will be allocated. In addition, the annual budget letter is expected soon.
* The National Survey of Student Engagement (NSSE) was recently released and VIU was highly rated with regards to student-faculty interaction, active and collaborative learning, enriching educational experience, supportive campus environment, and overall educational experience. More information on the NSSE survey results will be provided in the near future by the Office of Educational Planning.

**4. BUSINESS ITEMS**

**4.1 Standing Committee Reports to Senate**

**Curriculum Committee**

* New Program Proposals
	+ Bachelor of Arts – Major in Political Science
* Request for Program Changes
	+ Bachelor of Arts – Major in Digital Media Studies
	+ Bachelor of Arts – Major in Creative Writing
	+ Bachelor of Natural Resource Protection
	+ Bachelor of Education – Post Baccalaureate
	+ Physical Education Programs
	+ Physical Education Diploma
	+ Bachelor of Arts – Major in Physical Education
* New Course/Course Change Proposals
	+ [BIOL 123](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|BIOL%20123|variant|02); [BIOL 365](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|BIOL%20365|variant|01)Attached Document(s)
* [Course Outline - word document](https://isweb.mala.bc.ca/cms/get_doc.asp?doc_id=2166.doc)
* ; CREW 312; Attached Document(s)
* [Course Outline - Sample Course Outline](https://isweb.mala.bc.ca/cms/get_doc.asp?doc_id=2179.pdf)
* [DIGI 230](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|DIGI%20230|variant|02); [DIGI 366](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|DIGI%20366|variant|01)Attached Document(s)
* [Course Outline -](https://isweb.mala.bc.ca/cms/get_doc.asp?doc_id=2180.doc)
* ; [EDFE 515](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|EDFE%20515|variant|04); [EDPB 506](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|EDPB%20506|variant|04); [EDPB 511](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|EDPB%20511|variant|04); [EDPB 600](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|EDPB%20600|variant|01)Attached Document(s)
* [Course Outline -](https://isweb.mala.bc.ca/cms/get_doc.asp?doc_id=2188.doc)
* ; [EDTE 523](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|EDTE%20523|variant|04); [EDTE 613](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|EDTE%20613|variant|04); [ENGL 315](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|ENGL%20315|variant|03); [HIST 209](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|HIST%20209|variant|01)Attached Document(s)
* [Course Outline - HIST 209 Sample Outline](https://isweb.mala.bc.ca/cms/get_doc.asp?doc_id=2171.doc)
* ; [HIST 300](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|HIST%20300|variant|01)Attached Document(s)
* [Course Outline - HIST 300 Course Outline](https://isweb.mala.bc.ca/cms/get_doc.asp?doc_id=2177.doc)
* ; [HIST 301](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|HIST%20301|variant|01)Attached Document(s)
* [Course Outline - HIST 301 Sample Course Outline](https://isweb.mala.bc.ca/cms/get_doc.asp?doc_id=2178.doc)
* ; [LBST 111](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|LBST%20111|variant|04); [LBST 112](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|LBST%20112|variant|05); [LBST 310](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|LBST%20310|variant|06); [LBST 320](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|LBST%20320|variant|05); [LBST 410](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|LBST%20410|variant|05); [LBST 420](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|LBST%20420|variant|05); [MEDI 265](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|MEDI%20265|variant|01); MEDI 312; Attached Document(s)
* [Course Outline -](https://isweb.mala.bc.ca/cms/get_doc.asp?doc_id=2181.doc)

[MGMT 352](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|MGMT%20352|variant|01)Attached Document(s)

* [Course Outline - Mgmt 352 course outline](https://isweb.mala.bc.ca/cms/get_doc.asp?doc_id=2189.doc)
* ; [PHED 103](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20103|variant|13); [PHED 105](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20105|variant|15); [PHED 107](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20107|variant|13); [PHED 110](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20110|variant|13); [PHED 112](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20112|variant|13); [PHED 114](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20114|variant|12); [PHED 116](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20116|variant|14); [PHED 118](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20118|variant|11); [PHED 120](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20120|variant|13); [PHED 124](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20124|variant|13); [PHED 126](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20126|variant|13); [PHED 128](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20128|variant|13); [PHED 130](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20130|variant|13); [PHED 131](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20131|variant|02); [PHED 132](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20132|variant|13); [PHED 134](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20134|variant|13); [PHED 135](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20135|variant|02); [PHED 136](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20136|variant|12); [PHED 137](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20137|variant|02); [PHED 138](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20138|variant|12); [PHED 140](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20140|variant|12); [PHED 142](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20142|variant|14); [PHED 144](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20144|variant|12); [PHED 146](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20146|variant|12); [PHED 147](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20147|variant|02); [PHED 148](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20148|variant|12); [PHED 150](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20150|variant|13); [PHED 152](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20152|variant|04); [PHED 154](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20154|variant|04); [PHED 156](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20156|variant|02); [PHED 160](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20160|variant|02); [PHED 190](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|PHED%20190|variant|03); [POLI 228](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|POLI%20228|variant|01)Attached Document(s)
* [Course Outline - Course description and outline for POLI 228](https://isweb.mala.bc.ca/cms/get_doc.asp?doc_id=2141.doc)
* ; [POLI 301](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|POLI%20301|variant|01)Attached Document(s)
* [Course Outline - Course outlines for POLI 301, includes objectives, required readings and topics](https://isweb.mala.bc.ca/cms/get_doc.asp?doc_id=2130.pdf)
* ; [POLI 302](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|POLI%20302|variant|02)Attached Document(s)

[Course Outline - Course outline identifies objective, requirements, required readings and topics covered](https://isweb.mala.bc.ca/cms/get_doc.asp?doc_id=2131.pdf)

* ; [POLI 320](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|POLI%20320|variant|01)Attached Document(s)
* [Course Outline - Course outline identifies objectives and content, required readings and topics](https://isweb.mala.bc.ca/cms/get_doc.asp?doc_id=2132.doc)
* ; [POLI 321](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|POLI%20321|variant|01)Attached Document(s)
* [Course Outline - Course outlines details objectives, requirement, course readings and topics to be covered](https://isweb.mala.bc.ca/cms/get_doc.asp?doc_id=2133.doc)
* ; [POLI 470](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|POLI%20470|variant|02)Attached Document(s)
* [Course Outline - Course outline and description for POLI 470](https://isweb.mala.bc.ca/cms/get_doc.asp?doc_id=2139.doc)
* ; and [SPAN 230](https://isweb.mala.bc.ca/cms/setvar.asp?location=viewdetails%2Easp%3Faction%3Dshow%5Fdetails&varlist=crsid|SPAN%20230|variant|02).

**MOTION:** (Leith/Leavitt)

Moved that Senate approve the recommendations of the February 9, 2009 Curriculum Committee meeting as presented. Carried.

ACTION: Curriculum Committee

 **Standards and Admissions Committee**

* Due to lack of agenda items the Standards & Admissions Committee meeting of February 10, 2009 was cancelled.

 **Planning and Resources Committee**

* The Planning & Resources Committee submitted a summary of discussion items from their February 16, 2009 meeting.

Concern was raised by the Planning & Resources Committee regarding the lack of resources for promoting programs, as well as the need for a process to inform Senate on programs that are at risk due to lack of resources. It was suggested that these issues be discussed at a future Senate meeting.

**ACTION: Future Senate agenda item**

**Nominations Committee**

* Election of Vice-Chair

**MOTION:** (Light/Styles)

Moved that Senate accept the nomination of Dr. John Lepage for the position of Vice-Chair of Senate; and declare Dr. John Lepage Vice-Chair of Senate for 2009-2010 by acclamation, as recommended by the Nominations Committee. Carried.

**ACTION: Nominations Committee for information**

**4.2 Draft Senate Bylaws**

Fred Jacklin presented the draft Senate bylaws for second reading and approval.

Senators proposed the following changes:

* Move section 1 (Powers, Term, Statement of Conduct, Limitation of Liability, and Conflict of Interest of Senators) to section 3.
* In section 1.5.3 (final paragraph) and section 2.1.3 – change “Senator” to “member”.
* In section 3.3.3 – add “and shall be discussed in camera” to the end of the paragraph.

**MOTION:** (Lane/Janzen)

Moved that Senate approve the bylaws as amended. Carried.

**ACTION: Senate support to revise bylaws and post to Senate website**

A question was raised on whether Senate would allow proxy votes or replacements if a Senator cannot attend a meeting. Some Senators were in support of the suggestion as it promotes education and succession planning with regards to governance; however some Senators were not supportive as is conflicts with portions of the “Statement of Conduct” such as duty of prudence, duty of care, and duty to participate. It was suggested that once the Bylaws, Policies, and Procedures Committee is established this could be discussed at their first meeting.

It was noted that the “Statement of Conduct” which was included in Senator’s orientation binders was never formally approved by Senate. A suggestion was made to place it on the next Senate agenda for approval.

**ACTION: Future Bylaws, Policies, and Procedures Committee agenda item –**

**discussion on proxy/replacement votes**

**Statement of Conduct – April 2, 2009 Senate agenda item**

**4.3 Standing Committee Structure**

At its February 9, 2009 meeting, Senate formed a subcommittee to review the current standing committee structure as well as the proposed structure from the “Ad Hoc Committee on the Future of EdCo Report”. The subcommittee brought a proposal forward for Senate’s consideration.

Senators suggested the following changes to the proposal:

* Change the faculty representation on Planning & Priorities Committee from “elected from faculty” to “elected from Senate”.
* Change the faculty representation on Educational Standards Committee from “elected from Senate” to “elected from Faculty”
* Add the Vice-President Academic to the Educational Standards Committee membership.
* Add “one elected faculty member from Senate” to the Curriculum Committee and Educational Standards Committee membership.
* Replace the term “assessor” with “resource person”.
* Add an additional duty to Planning & Priorities Committee relating to budget.
* Change the representation of Deans and faculty to “one (faculty or Dean) from each Faculty”, as opposed to “9 faculty” or “9 Deans”.
* Ensure “Faculty” refers to a division of VIU, and “faculty” refers to individuals.

Senators requested an e-version of the proposal so that they could gather feedback before the next Senate meeting.

**ACTION: Senate support to distribute e-version of proposal**

**Standing Committee Subcommittee to revise proposal**

**April 2, 2009 Senate agenda item**

**4.4 Senate Representation**

 The Chair asked for volunteers to serve on a subcommittee that will review the motions passed at the September 11, 2008 and December 4, 2008 Transitional Senate meetings which related to Senate participation of VIU constituencies. The following Senators agreed to participate:

* Anne Leavitt
* John Black
* Jean Tonski
* John Rogerson
* Kyla Morgan (Resource)

**ACTION: Senate Representation Subcommittee to meet and provide a recommendation to Senate**

**5. OTHER BUSINESS ITEMS/REPORTS**

**5.1 DQAB Exempt Status**

Leslie King reported that the DQAB Exempt Status site visit held on February 6, 2009 went very well and a very positive recommendation will be going forward to DQAB at their March 23, 2009 meeting.

**5.2** **Seating Arrangements**

John Black expressed concern regarding the seating arrangement of the head table at Senate meetings. The Chair noted that he invited the Registrar as Secretary to Senate and the University Secretary to sit at the same table as resources.

**6. INFORMATION ITEMS/CORRESPONDENCE**

 There were no further information items or correspondence.

**7. ADJOURNMENT**

**MOTION:** (Janzen/Lewis)

Moved that the Senate meeting of March 5, 2009 be adjourned at 5:49 pm. Carried.