AGENDA – OPEN SESSION

SENATE MEETING
Wednesday, November 5, 2025
10:30 a.m. – 11:20 a.m.
ECU Boardroom (D2315)

CLICK HERE to watch via MS Teams

Territorial Acknowledgement: *We respectfully acknowledge that Emily Carr University is situated on the unceded, traditional and ancestral territories of the Musqueam, Squamish and Tsleil-Waututh Nations.*

I. OPENING PROCEDURES — T. Kelly, Chair

1. Call to Order — Chair

2. Adoption of the Agenda — Chair

   IT IS HEREBY RESOLVED that Senate approve the agenda as circulated.

3. Approval of Minutes — Chair

   IT IS HEREBY RESOLVED that Senate approve the May 14, 2025 open session meeting minutes as circulated.
   — ***Attachment***: Draft Minutes of the Senate Open Session Meeting of May 14, 2025

4. Approval of Minutes — Chair

   IT IS HEREBY RESOLVED that Senate approve the September 24, 2025 open session meeting minutes as circulated.
   — ***Attachment***: Draft Minutes of the Senate Open Session Meeting of September 24, 2025

II. BUSINESS

1. Chair's Remarks + Report — Chair

2. Vice President, Academic + Provost's Report — D. Achjadi

3. APPROVAL: Appeals Committee Appointment — D. Achjadi

   IT IS HEREBY RESOLVED that Senate appoint Amory Abbott to the Appeals Committee.

4. INFORMATION: Nominations Committee Report — D. Achjadi
   — ***Attachment***: Nominations Committee Report Form

5. APPROVAL: Nominations Committee Recommendations — D. Achjadi

   IT IS HEREBY RESOLVED, on the recommendation of the Nominations Committee, that Senate approve the new and renewed nominees for appointment to Senate committees.
   — ***Attachment***: Nominations Committee Recommendation Form

6. INFORMATION: Governance Committee Report — C. Martin
   — ***Attachment***: Governance Committee Report Form

7. APPROVAL: Governance Committee Recommendations — C. Martin

   IT IS HEREBY RESOLVED that Senate, on the recommendation of the Governance Committee, approve the Senate Committee Operating Guidelines Policy, as circulated.
   — ***Attachment***: Governance Committee Recommendation Form

8. INFORMATION: Academic Planning + Priorities Committee Report — J. Turner
   — ***Attachment***: Academic Planning + Priorities Committee Report Form

9. INFORMATION: Curriculum Planning + Review Committee — D. Achjadi
   — ***Attachment***: Curriculum Planning + Review Committee Report Form

10. INFORMATION: Appeals Committee Report — K. Verkerk
    — ***Attachment***: Appeals Committee Report Form

11. INFORMATION: International Development Committee Report — K. Verkerk
    — ***Attachment***: International Development Committee Report Form

III. OTHER BUSINESS

IV. NEXT MEETING: Wednesday, December 10, 2025, 9:30 a.m. – 11:20 a.m.

V. ADJOURNMENT

IT IS HEREBY RESOLVED that the meeting be adjourned. — Chair

EMILY CARR UNIVERSITY OF ART + DESIGN

SENATE MINUTES (OPEN SESSION)

WEDNESDAY, MAY 14, 2025, 10:30AM—11:20AM
ECU Boardroom / Online via Zoom webinar

Trish Kelly (Chair)	Eknoor Matharoo
Jacqueline Turner	Celeste Martin
Laszlo Hollander	Justin Langlois
Vanessa Kam	Kathryn Verkerk (non-voting)
Cameron Cartiere	Alex Phillips
Adrianna Jaroszewicz	Helene Day Fraser
Haig Armen	Mimi Gellman
Mark Johnsen	Beth Howe
Ishita Arora	Stuti Gulati
Anoushka Nair	Saanvi Bhat
Shawn Choi	

Regrets: Natasha Himer (University Secretary), Michaela Kwiatkwoski, Kyla Mallett, Diyan Achjadi, Carleen Thomas (Chancellor)
Resources: Gabriel Liosis (Senate Administrative Coordinator), Alex Muir (Technical Support)

LAND ACKNOWLEDGMENT

I. ADMINISTRATIVE BUSINESS

1. Call to Order – T. Kelly, Chair, called the open session of the Senate to order at 10:21 a.m.

2. **Moved / Seconded that Senate approve the agenda as circulated.**
CARRIED.

3. **Moved / Seconded that Senate approve the April 9, 2025, Senate Meeting Minutes, as circulated.**
CARRIED.

II. BUSINESS

1. Chair's Remarks and Report

Resolution Approved in Closed Session:

- T. Kelly noted that the Senate met in closed session earlier in the day and approved the following resolution:

  That the Senate Budget Committee will meet at least twice, no less than one week apart, in advance of the budget presentation to the board, the first meeting to receive financial information from the Vice-President of Finance and Administration, the second to consider any resolutions to be forwarded to the president and the board.

Congratulations to Graduating Student Senators

- T. Kelly extended congratulations to the following Student Senators who are graduating this year:
  - Ishita Arora
  - Stuti Gulati
  - Anoushka Nair
  - Eknoor Matharoo
- T. Kelly also congratulated Saanvi Bhat, who will be returning next year to serve on the Board of Governors.

Recognizing Outgoing Senators

- T. Kelly noted that this was C. Cartiere's final Senate meeting and extended congratulations on her upcoming retirement.
- T. Kelly also acknowledged that this was the final Senate meeting of M. Gellman's term and expressed appreciation for her contributions.

The Grad Show

- T. Kelly shared that "The Show 2025" was ECU's largest graduation exhibition to date. It featured over 420 works across all five of ECU's degree programs.

Convocation Ceremony

- T. Kelly shared that this was the largest ever ECU grad class with two ceremonies being held last week. She congratulated Student Services and the Convocation Team on organizing the ceremonies.

Convocation

- T. Kelly congratulated the recipients of ECU's 2025 Honorary Degrees, including Alanis Obomsawin, Paul Larocque, and Chief Janice George.
- T. Kelly also congratulated the recipients of the 2025 Emily Award, Brian McBay and Michelle Fu.

2. INFORMATION: Curriculum Planning + Review Committee Report

C. Cartiere, Chair of the Curriculum Planning and Review (CPR) Committee, referred to the committee report in the meeting materials. There were no questions on the report.

3. APPROVAL: Curriculum Planning + Review Committee Recommendations

Faculty of Art Proposals: C. Cartiere commented that the proposed changes to the DRWG courses are intended to improve the clarity of course titles and descriptions, particularly addressing confusion regarding the sequence in which students should take DRWG 208 and DRWG 218.

Faculty of Culture + Community Proposals: J. Turner referred Senate to the report and noted that the changes aim to clarify that the course is open to all students.

Moved / Seconded that Senate approve the following:

1. **Faculty of Art - Course Change Proposals:**
   - **DRWG 208 Drawing: Studio – Material & Techniques**
     (changes to name and description)

   - **DRWG 218 Drawing Studio: Process/Transformation**
     (changes to name and description)

2. **Faculty of Culture + Community – Course Change Proposal:**
   - **FDNT 115 Indigenous Presence/Locating Ourselves in Place**
     (changes to description and learning objectives)

CARRIED.

4. INFORMATION: Governance Committee Report

C. Martin referred to the committee report included in the meeting materials. There were no questions on the report.

5. APPROVAL: Nominations Committee Recommendations

K. Verkerk introduced the recommended appointments for non-Senate positions on Senate sub-committees. It was noted that Senators had provided feedback indicating that the September 2024 Senate meeting was overloaded with committee appointments. In response, the Nominations Committee opted to complete the 2025/26 nominations process for non-Senate positions in advance, in order to streamline the September 2025/26 meeting.

Moved / Seconded that Senate approve the new and renewed nominees for appointment to Senate committees as recommended by the Nominations Committee.

CARRIED.

6. INFORMATION: New Timing and Process for Selecting Senate Members for Appointment to Senate Committees

K. Verkerk outlined a new approach being piloted for 2025/26 in response to feedback from Senate last fall. It was noted again that Senators had provided feedback indicating that the September Senate meeting was overloaded with committee appointments. Therefore, once vacant faculty Senate positions are filed in mid-June, vacant committee seats will then be circulated for interest, followed by an online ballot. The intent is to complete the committee appointment process earlier to avoid taking up significant time at the September Senate meeting. New Senators will be offered detailed information and orientation about each committee prior to the ballot.

There was a range of views shared. The following is a summary of the discussion:

- A concern was raised that the summer term is non-teaching for most faculty and that students may be less engaged during this time. It was also noted that making committee appointments at the first fall meeting allows Senators to consult within their constituencies about committee preferences.
- Several Senators supported the new approach, noting that it would allow Senate committees to begin conducting business more efficiently in September. Having an informational document outlining each committee's mandate was seen as helpful in informing Senators' choices.

It was confirmed that a robust orientation process will be in place to ensure new senators are well informed before participating in the electronic ballot.

7. APPROVAL: Approving MDM Graduating Students

A confidential list of graduands eligible for graduation was circulated in hard copy to Senators present in the room, and shared virtually with those attending via Zoom, for review and approval.

Moved / Seconded that Senate approve the following candidates presented to the Senate of Emily Carr University for the conferral of their respective jointly credentialed (UBC, SFU, BCIT & ECU) Master of Digital Media Degrees following successful completion of all required coursework.

CARRIED.

8. INFORMATION: Enrollment Processes and Procedures

Senator Phillips re-introduced the topic, introduced at the previous Senate meeting, referring to the following provision under subsection 27(2)(r) of the University Act:

Powers of board

(2) Without limiting subsection (1) or the general powers conferred on the board by this Act, the board has the following powers:

(r) with the approval of the senate, to determine the number of students that may in the opinion of the board, having regard to the resources available, be accommodated in the university or in any faculty of it, and to make rules considered advisable for limiting the admission or accommodation of students to the number so determined[.]

K. Verkerk shared that this provision is on the Administration's radar, and there is a review of historical practices underway to align the university's practices with the University Act. Active work is being done to strengthen enrolment management strategies and to involve the Senate in that work. For example, a Strategic Enrolment Management (SEM) consultant was recently engaged to host a staff workshop. Following this, a SEM Readiness Report will be shared and reviewed by the Registrar's Office. The assessment's primary goal is to identify opportunities for improving enrolment management processes, organizational structures, and policies to better serve learners and address potential barriers to learner success.

The following next steps were shared:

- Spring/Summer 2025 – the recommendations of the SEM Readiness Report will be shared with the SEM Council.
- Fall 2025 – a SEM Core Concepts session will be scheduled with Senate to increase Senate's literacy on SEM.
- Fall 2025/Spring 2026 – develop enrolment planning process with SEM Council to bring to Senate.

In addition to this work, the following policies will be discussed and worked on at the Academic Planning & Priorities Committee in relation to SEM:

- New: Academic Schedule Policy
- New: Undergraduate admission Policy development
- Revise: Policy 4.16 - Assessment & Academic Standing

There was good discussion following the presentation.

A. Phillips introduced a motion from the floor. The Chair ruled the motion out of order, citing the lack of prior notice and the fact that it had not been reviewed by the Senate Executive Committee.

9. APPROVAL: Senate and Senate Committee Schedule 2025/26

K. Verkerk introduced the Senate and Senate Committee schedule for the 2025/26 academic year. No questions were raised.

Moved / Seconded that Senate approve the Senate and Senate Committee Schedule for 2025/26.

CARRIED

10. Closing Remarks

T. Kelly thanked Senators for their work over the past year as we take steps to strengthen the Senate's role in the university's governance.

III. OPEN FORUM

No topics were raised.

1. NEXT MEETING: September 24, 2025

2. MOTION: ADJOURN — The meeting adjourned at 11:26 a.m.

SENATE MINUTES (OPEN SESSION) (DRAFT)

WEDNESDAY, SEPTEMBER 24, 2025, 10:00 am – 11:00 am
ECU Boardroom (D2315)

PRESENT:
Amory Abbott, Diyan Achjadi, Haig Armen, Lyana Ayesha Azneil, Shawn Choi, Helene Day Fraser, Mimi Gellman, Beth Howe, Adriana Jaroszewicz, Mark Johnsen, Vanessa Kam, Trish Kelly (Chair), Justin Kramchynsky, Justin Langlois, Celeste Martin, Sara Osenton, Alex Phillips, Mia Roxas, Jaiden Su, Jacqueline Turner, Kathryn Verkerk

REGRETS:
Laszlo Hollander, Michaela Kwiatkwoski, Carleen Thomas

LAND ACKNOWLEDGMENT

I. OPENING PROCEDURES

1. Call to Order – T. Kelly, Chair, called the open session of the Senate to order at 10:16 a.m.

2. Adoption of the Agenda

   Moved/Seconded
   IT IS HEREBY RESOLVED that Senate approve the agenda as circulated.
   CARRIED.

3. Approval of Minutes

   A Senator raised a question regarding the sequence of agenda items in the May 14, 2025 meeting minutes, asking whether business item 9 (Senate and Senate Committee Schedule for 2025/26) occurred business item 8 (Enrolment Processes and Procedures).

   It was agreed that approval of the minutes would be postponed until the order of these two agenda items is confirmed.

   Moved/Seconded
   IT IS HEREBY RESOLVED that Senate approve the May 14, 2025 Senate open session meeting minutes as circulated.
   POSTPONED

II. BUSINESS

1. Chair's Remarks + Report

   The Chair reported that a new B.C. Minister of Post-Secondary and Future Skills was appointed over the summer, and a new Mandate Letter for Emily Carr University was issued. A copy of the Mandate Letter was distributed to Senators.

   The Chair noted that beginning October 1, 2025, Emily Carr University is celebrating its 100th anniversary—an exciting opportunity to re-introduce the University to the community and the world.

   The Chair outlined the priorities of the **ECU 100 campaign**, including:

   - **Storytelling + Visibility**: Sharing 100 years of creativity through digital campaigns, exhibitions, and media features that highlight the work of students, faculty, and alumni, as well as ECU's history.
   - **Alumni Engagement**: celebrating alumni achievements, inviting them into centennial events, and sharing their stories as a reflection of ECU's influence and legacy.
   - **Donor + Partner Engagement**: Strengthening philanthropy through ECU 100 sponsorships and fundraising initiatives, while activating new industry, cultural, and community partnerships.
   - **Government + Community Relations**: positioning ECU as a leader in practice-based education and as a vital contributor to BC's and Canada's cultural and creative economy.

   The Chair noted the following events happening during Fall 2025 celebrating ECU 100:

   - **September 5**: Welcome Week Community Event
   - **September 11**: ECU 100 Exhibition Opening, Libby Leshgold Gallery
   - **September 12 – November 16**: ECU 100 Exhibition, *En Route: mobile forms of art and education.*
   - **October 10**: ECU 100 Open House
   - **October 16**: In Conversation: Ian Wallace x Dr. Trish Kelly
   - **October 22**: Speaker Series: A Conversation with John Vaillant

   The Chair also noted that, as part of the ECU 100 celebrations, a new University website will be launched to enhance functionality, project ECU's story more effectively, and center the University's work in a more vibrant way.

   The Chair thanked Continuing Studies for the teen programming offered over the summer and commended the Graduate Studies and the Low-Residency program for successfully bringing this year's cohort together and presenting an exceptional exhibition.

   Finally, the Chair recognized that AGP staff and community members built a tipi this summer through a tipi-building workshop, as the AGP serves as an important space for meetings, gatherings, and community protocol.

2. Vice President, Academic + Provost's Report

   D. Achjadi reported a strong start to the academic year, noting the work of the Student Services team, including Interim Dean Jacqueline Turner, in organizing the Foundation Orientation. They shared that 348 new students attended Foundation Orientation, which included workshops such as Introduction to Emily Carr, Introduction to Critiques, a library workshop, and a discussion panel with peer tutors from the Learning Centre, helping students start the year on a stronger footing.

D. Achjadi reported that the University welcomed 72 new graduate students this Fall, which includes 41 MFA and 31 MDes students.

D. Achjadi shared that a new special topics course is being offered for the first time, taught by Honorary Doctorate recipient Chief Janice George and Buddy Joseph, focusing on Coast Salish weaving.

D. Achjadi reported that search processes are beginning for the Dean of the Audain Faculty of Art and the Dean of Culture + Community, with Search Committees now being formed and both searches expected to conclude by the spring.

D. Achjadi shared that Academic Affairs has been working to build partnerships. They highlighted one partnership that C. Martin has been developing with the Latin American Film Festival, which will include the Vancouver premiere of Vessels, a short animated film by Cuban artist Yaimel López, to be screened at Emily Carr University's Reliance Theatre on October 6.

D. Achjadi reported that the Libby Leshgold Gallery has been collaborating with Continuing Studies and a temporary art gallery to develop a professional practice program across the city.

D. Achjadi shared that Continuing Studies has partnered with Studio 101, providing access and opportunities for approximately 84 teens to use on-campus facilities. They added that work continues on developing the Head Start Program in collaboration with local school districts.

D. Achjadi reported that the Libby Leshgold Gallery is also partnering with Western Front and The Birdhouse to host a series of performances in the coming months.

3. Election for Vice Chair of Senate

K. Verkerk issued three calls for nominations.

J. Langlois nominated D. Achjadi, and D. Achjadi accepted the nomination.

With no other nominations received, D. Achjadi was acclaimed as the Vice Chair of Senate.

Moved/Seconded
IT IS HEREBY RESOLVED that Senate appoint Diyan Achjadi as the Vice Chair of Senate for a one-year term beginning at the September 2025 Senate meeting and ending at the September 2026 Senate meeting.

CARRIED.

4. Appointments to Senate Committees

Nominations Committee
1 Staff Senate Member

- No Staff Senate Members were present during the Senate meeting.

1 Faculty Senate Member

- J. Langlois nominated H. Armen, and H. Armen accepted the nomination.
- H. Armen was acclaimed.

Governance Committee
1 Administration Senate Member

- Helene Day Fraser nominated J. Langlois, and J. Langlois respectfully declined the nomination.
- C. Martin nominated A. Abbott, and A. Abott accepted the nomination.
- A. Abott was acclaimed.

1 Student Senate Member

- J. Su nominated themselves for the 1 Student Senator Member position.
- J. Su was acclaimed.

1 Faculty Senator

- M. Gellman nominated M. Johnsen, and M. Johnsen accepted the nomination.
- M. Johnsen was acclaimed.

Curriculum Planning + Review Committee
2 Faculty Senate Members

- Helene Day Fraser nominated H. Armen, and H. Armen accepted the nomination.
- Helene Day Fraser nominated B. Howe, and B. Howe accepted the nomination.
- H. Armen and B. Howe were acclaimed.

5. Administrative Appointments Policy

A. Tees reported that the Board of Governors has tasked the administration with revising the Policy 8.9 (Hiring) and its accompanying procedures, Policy 8.9.1 (Procedures for the Recommendation + Selection of Senior Academic + Administrative Personnel) and 8.9.3 (Procedures for the Recommendation + Selection of Vice Presidents). While the policy falls under the jurisdiction of the Board, the University Act requires that both the Board and Senate approve its procedures:

> "*27(2)(f) with the approval of the senate, to establish procedures for the recommendation and selection of candidates for president, deans, librarians, registrar and other senior academic administrators as the board may designate*"

A. Tees clarified that this policy revision will not address the selection of the President, which is governed by a separate policy. The current revision focuses on all other positions covered under this clause of the University Act.

By way of background, A. Tees reported that the Board Governance Committee tasked Human Resources with conducting a sector scan on hiring processes and decision-making. The proposed revisions were developed based on the results of the sector scan, feedback from external legal counsel.

A. Tees stated that the intent of the policy revision is to provide clearer language on interim appointment processes and more robust re-appointment processes for fixed-term appointments (Deans, Vice-Presidents, and Associate Vice-Presidents in academic areas).

A Senator asked whether Senate will have input into the composition of Search Committees. A. Tees confirmed that Search Committees will be detailed in the procedures, and that Senate will have an opportunity to review.

A Senator asked about the timeline for approval of the policy and procedures. A. Tees stated that the goal is to bring the policy forward for Senate approval by the end of the calendar year for it to be approved by the Board of Governors early next calendar year.

A senator asked whether the policy will include grandfathering provisions for existing appointments. A. Tees responded that individuals with existing contracts will be considered “grandfathered,” and that the revised policy will apply to vacancies on a go-forward basis.

[Secretary’s note: the question is beyond the remit of the Senate as it relates to existing employment contracts].

N. Himer noted that the policy and procedures may first come forward to the Senate Governance Committee before being presented to Senate.

III. OTHER BUSINESS

No other business was raised.

IV. NEXT MEETING: Wednesday, November 5, 2025, 9:30 a.m. —11:20 a.m.

V. ADJOURNMENT – the meeting adjourned at 11:06 a.m.

Moved/Seconded
IT IS HEREBY RESOLVED that the meeting be adjourned.

CARRIED.

Senate Committee Report Form

Committee:	Nominations Committee
Meeting Date:	Thursday, October 16, 2025
Presenter(s):	Diyan Achjadi

Chair's Summary:

Recommended Appointments to Senate
The Committee nominated and recommended students for appointments to various Senate Subcommittees (see recommendation form).

Debrief on New Committee Appointment Process
G. Liosis, Administrative Coordinator, Senate, provided a debrief on the new committee appointment process that occurred over the summer, noting its overall success but identified challenges with recruiting nominees over the summer months. The Committee discussed potential adjustments—such as running the process at a different time and engaging faculty/students earlier.

Committee Projects
The Committee discussed several priority projects to undertake this academic year, including:

- Creating a document that outlines plain-language descriptions of each Committee's purpose and to assist with recruitment of committee members.
- Explore integrating the Nominations Committee into another Senate committee (possibly Governance), by completing a sector scan to see if other institutions have Nominating Committees or an equivalent.
- Completing a sector scan to see if other institutions have non-Senators on Senate Committees.

Review of Vacancies
The Committee reviewed all outstanding vacancies on Senate Committees and created a plan to recruit nominees for the remaining vacancies.

Signature: Diyan Achjadi **Date:** 2025-10-23

Senate Committee Recommendation Form

Committee:	Nominations Committee
Meeting Date:	Thursday, October 16, 2025
Presenter(s):	Diyan Achjadi

Subject: Nominees for Appointment to Senate Committees

Recommendation:	☒ **Motion to approve** / ☐ **Discussion** / ☐ **For Information**

Resolution:	IT IS HEREBY RESOLVED, on the recommendation of the Nominations Committee, that Senate approve the new and renewed nominees for appointment to Senate committees.

Purpose:
To recommend the appointment of nominees to fill vacancies on Senate committees

Rationale:
Senate committees carry out much of the detailed work of Senate and play a critical role in the academic governance of the University. Regularly appointing members to vacancies ensures that committees are fully constituted, able to meet quorum, and carry out their mandates effectively.

Consultation:
Consultation took place with the Emily Carr Students' Union through Lori MacDonald, Executive Director, to identify nominees for student seats on Senate committees. This process aligns with established practice for ensuring coordination between the Senate Office and the Students' Union on student committee representation.

Attachments:

(1) Nominees for Appointment to Senate Committees (nominees to be appointed are highlighted).

Signature: Diyan Achjadi **Date:** 10-23-2025

International Development Committee

Position	Conditions	Member	Term	Expiry Date
1 Senate Member	Appointed by Senate	Vanessa Kam	1 year	Sep-26
VP, Academic + Provost	Ex-Officio	Diyan Achjadi		
1 Faculty, C+C	Nominated by Faculties	Allison Yasukawa	2 years	Sep-27
1 Faculty, DDM		Elenore Goldberg	2 years	Sep-26
1 Faculty, ART		Hyein Lee	2 years	Sep-27
1 Faculty, GRS		Chris Hethrington	2 years	Sep-27
1 of 2 Students	Nominated by Students	Lanlan Ji	1 year	Sep-26
1 of 2 Students		Jingyan Li	1 year	Sep-26
Registrar / Secretary of Senate (or designate)	Ex-Officio	Cory Seney-Coletta (as designated by Registrar)		
International Programs Advisor		Kimberly McErlean		
International Student Advisor		Ivy Qu		
Representative from TLC or Writing Centre	Resource Personnel (Non-Voting)	Sara Osenton		
Administrative Coordinator, Senate	Committee Support	Gabriel Liosis		

Appeals Committee

Position	Conditions	Member	Term	Expiry Date
Registrar / Secretary of Senate	Chair, Ex-Officio	Kathryn Verkerk (Chair)		
VP, Academic + Provost	Ex-Officio	Diyan Achjadi		
1 Faculty Member, DDM	Nominated by Faculties	Sam Decoste (on leave)	2 years	Sep-27
1 Faculty Member, C+C		Allison Hrabluik	2 years	Sep-27
1 Faculty Member, ART		Elizabeth McIntosh	2 years	Sep-27
1 Faculty Member, GRS		Randy Cutler	2 years	Sep-27
1 Student, C+C	Nominated by Students	Emily Brolund	1 year	Sep-26
1 Student, DDM		Mia Roxas	1 year	Sep-26
1 Student, ART		VACANT		
1 Student, GRS		Luigi Pulido	1 year	Sep-26
1 Senator	Appointed by Senate	Shawn Choi	2 years	Sep-27
1 Dean		VACANT		Sep-26
Assoc Registrar, Records, Registration + Advising	Resource Personnel	Chris Oatman		
Administrative Coordinator, Senate	Committee Support	Gabriel Liosis		

Academic Planning Priorities Committee

Position	Conditions	Member	Term	Expiry Date
VP, Academic + Provost	Ex-Officio	Diyan Achjadi		
1 Dean, DDM		Celeste Martin		
1 Dean, C+C		Jacqueline Turner (Chair)		
1 Dean, ART		Amory Abbott		
1 Dean, GRS		Justin Langlois		
University Librarian		Vanessa Kam		
Executive Director, Indigenous Initiatives		Daina Warren		
President		Trish Kelly		
Registrar / Secretary of Senate		Kathryn Verkerk		
1 Faculty Member, DDM	Nominated by Faculties	Charlotte Falk	2 years	Sep-26
1 Faculty Member, C+C		Laura Kozak	2 years	Sep-27
1 Faculty Member, ART		Sara-Jeanne Bourget (On leave effective Jan-Aug)	2 years	Sep-27
1 Faculty Member, GRS		Katherine Gillieson	2 years	Sep-26
1 of 2 Undergraduate Students	Nominated by Students	Karena Qiuzi Deng	1 year	Sep-26
1 of 2 Undergraduate Students		Pezo Arugu	1 year	Sep-26
1 Graduate Student		VACANT		
1 Staff Member	Nominated by Staff	Cemre Demiralp	2 years	Sep-27
1 Senate Member	Appointed by Senate	Jaiden Su	1 year	Sep-26
Administrative Coordinator, Senate	Committee Support	Gabriel Liosis		
Interim Director, Teaching + Learning	Guests	Heather Fitzgerald		

Senate Committee Report Form

Committee:	Governance Committee
Meeting Date:	Monday, October 6, 2025
Presenter(s):	Celeste Martin

Chair's Summary:

Introduction to Governance Committee + Year Ahead
G. Liosis, Administrative Coordinator, Senate, delivered a presentation on the purpose, authority, and mandate of the Governance Committee. The presentation included an overview of the terms of reference and an overview of Governance Committee priorities for the upcoming year.

Chair Election
C. Martin, Dean, Faculty of Design + Dynamic Media, was re-elected as chair.

Senate Office Updates
G. Liosis provided a verbal update on several ongoing initiatives in the Senate Office, including:

- Senate's transition from Zoom to Microsoft Teams;
- New Senate templates;
- Senate website updates; and
- Senate Robert's Rules of Order Workshop.

Senate Committee Operating Guidelines
The Committee endorsed and recommended to Senate the proposed Senate Committee Operating Guidelines Policy.

Senate Committee Resource Guide
The Committee also endorsed the proposed Senate Committee Resource Guide as a resource for Committee members and Committee chairs.

Robert's Rules of Order Workshop
Members brainstormed suggested areas of focus for the upcoming Robert's Rules of Order workshop with Eli Mina on November 5.

Signature: Celeste Martin **Date:** 2025-10-23

Senate Committee Recommendation Form

Committee:	Governance Committee
Meeting Date:	Monday, October 6, 2025
Presenter(s):	Celeste Martin
Guest(s):	N/A

Subject: Senate Committee Operating Guidelines

Recommendation:	☒ **Motion to approve /** ☐ **Discussion /** ☐ **For Information**

Resolution:	IT IS HEREBY RESOLVED that Senate, on the recommendation of the Governance Committee, approve the Senate Committee Operating Guidelines Policy, as circulated

Purpose:
The purpose of the Senate Committee Operating Guidelines Policy is to establish a consistent framework for how Senate committees operate. It outlines shared principles and expectations regarding membership, chair responsibilities, meeting procedures, reporting, and more. The policy is intended to strengthen the effectiveness and accountability of Senate committees while allowing flexibility for each committee to fulfill its unique mandate.

Rationale:
Senate committees play an essential role in carrying out much of Senate's work. The Senate Committee Operating Guidelines have been developed to strengthen governance processes by providing a shared foundation for how committees are structured and supported. The policy is designed to make committee operations clearer and more consistent, helping chairs and members understand their roles and responsibilities, and ensuring that Senate receives clear and reliable reporting from its committees.

Analysis and discussion:
The Committee's review of the Senate Committee Operating Guidelines took place over several meetings, and in some cases, additional feedback from members was gathered by email between meetings to ensure all comments were captured.

During discussions, members requested the following changes:

- That the term "calendar" be replaced with "schedule" when referring to the Senate's annual meeting cycle, as the Registrar noted this change would help avoid confusion with the University's official Calendar.
- To make the development of annual work plans an aspirational practice rather than a strict requirement, to allow flexibility for committees based on their workload and scope.
- An earlier version of the Guidelines included a list of Senate committees' names; however, the Committee agreed to remove this section, noting that any future changes to committee names or structures would otherwise require a formal policy amendment.

Consultation:

Consultation and discussion took place over the course of five Governance Committee meetings (January 15, 2025; February 10, 2025; March 24, 2025; April 22, 2025; and October 6, 2025). Feedback from committee members was incorporated following each round of discussion, and the final draft reflects the Committee's collective input.

Next Steps:

While the policy is ready for Senate approval, further research will continue on specific areas to inform future updates to the guidelines. These include:

(1) Examining practices at other universities regarding whether observers are permitted to attend Senate Committee meetings.

(2) Reviewing how other universities address vacancies on Senate Committees and whether any best practices could be adopted at ECU.

Does this matter respond to any of the strategies in the institutional strategic plan (2024-2030)?

☐ Elevating Teaching + Learning	☐ Expanding Research + Practice	☐ Supporting People + Culture	☐ Stewarding Places + Spaces	☒ Strengthening Systems + Supports

Attachments:

(1) Proposed Senate Committee Operating Guidelines Policy

Signature: Celeste Martin **Date:** 10-23-2025

Policy Number	2.4
Approved Body	Senate
Policy Officer	President + Vice-Chancellor
Approval Date	November 2025
Reviewed	

SENATE COMMITTEE OPERATING GUIDELINES

INTRODUCTION
This policy sets out key principles and general guidelines for Senate committee operations, except where specifically provided for in a committee's terms of reference.

The Senate will establish such Standing Committees as it determines necessary from time to time and may create ad hoc committees or working groups to address specific or time-limited projects.

PRINCIPLES
The primary purpose of committees is to allow for focused discussion and concentration in key areas of Senate responsibility and to advise, assist and support the Senate in carrying out its work. Committees may also be asked to advise university leadership and administration on certain matters.

Committees generally review, monitor and recommend matters and policies for deliberation and decision-making by the Senate. Each committee is accountable to the Senate. While not bound by committee recommendations, the Senate considers the detailed review undertaken by committees and their recommendations and advice.

TERMS OF REFERENCE/MANDATES
The Senate establishes terms of reference for each Senate committee and may delegate specified powers, responsibilities and decisions. Senate committees will aim to review their corresponding terms of reference annually or at least every two or three years.

MEMBERSHIP
Each Committee will have at least five members, and may have ex officio members, unless otherwise specified in the Committee's terms of reference.

Committee members serve two-year terms, except:
- Student Senators, who serve one-year terms; and
- Executive Committee members, who serve one-year terms.

Elections are confirmed annually by the Senate based on recommendations from the Senate Nominations Committee.

COMMITTEE CHAIRS

Committee chairs work collaboratively with committee members and the designated administrative lead(s) of the committee to fulfill the committee's mandate.

Committee chairs:

- Help to ensure the Committee operates within its approved terms of reference
- Work with the University Secretariat, academic leadership and others to promote alignment of the committee's work with the Senate's responsibilities and core objectives of the University
- Lead and preside over committee meetings
- Encourage participation by all committee members, promote full consideration of issues, balanced discussion and understanding of issues
- Provide and support reporting on the committee's activities to the Senate
- Perform additional specific responsibilities that may be assigned to a committee chair in a committee mandate or a governance policy

RESOURCES

Each Committee is supported by a designated staff resource, which will be provided for in a committee's terms of reference. Additional staff support and resources will be assigned accordingly.

COMMITTEE MEETINGS

General

An annual schedule of Senate and Senate Committee meetings will be established. Generally, committees meet as often as necessary to carry out their responsibilities and at least quarterly. On occasion, meeting dates may be changed, and additional meetings called at short notice. Any changes to meeting dates will be communicated to members in advance.

Senate Committees may hold joint meetings, particularly where there may be shared areas of responsibility. Joint meetings may be determined by Committee chairs, and in consultation with the University Secretary, Senate Administrative Coordinator, Chair of Senate, and Vice Chair of Senate.

Workplans

As much as possible, Committees will aim to organize their work, meetings, and responsibilities according to an annual workplan which may consist of regularly recurring activities and other identified priorities for a given year.

Agenda

Draft agendas are prepared by the designated staff resource in consultation with the committee chair, who approves the agenda for distribution to committee members. The Senate Chair, the Vice President, Academic + Provost, and academic leadership may also be consulted. The University Secretariat may also assist with the agenda setting process.

Agendas may be revised before or at the start of a committee meeting, with the agreement of the committee members.

Meeting Materials
Committee meeting materials should be read in advance of meetings.

All materials submitted for committee consideration become part of the official Senate record and will be maintained by the University Secretariat.

Meeting Logistics
Committee meetings may be held in person, entirely by video or teleconference, or in a hybrid format.

Members attending virtually are considered present and counted toward quorum.

Attendance and Observers
Committee meetings are attended by committee members and the designated committee resource(s).

The committee chair, in consultation with the designated committee resource(s) may invite guests to attend all or part of a meeting to assist with or inform committee discussions.

Meeting Procedures
The following sets out general procedures for committee meetings, unless otherwise specified in the committee's mandate:

- Quorum is a majority of committee members/or voting members as set out in a committee terms of reference
- Only committee members who are voting members may move, second, and vote on motions
- Resolutions or matters arising at a meeting are decided by a simple majority of votes from members present and entitled to vote, unless a different threshold is required

Minutes
Minutes are required for all committee meetings.

Approved minutes of committee meetings are the official record of committee deliberations and decisions.

Minutes include the date, time, and location of the meeting; attendance of committee members and any guests; a summary of the discussion; and a record of formal actions, recommendations, and resolutions. Opinions or views expressed during committee discussions are not typically recorded.

The committee chair receives draft minutes for review. Minutes are generally approved at the next committee meeting or by electronic/email vote when necessary.

Senate Reports
As much as practicable, at each Senate meeting, committee chairs will provide a verbal or written report summarizing:

- The committee's recent activities since the last Senate meeting/report
- Items presented for Senate discussion, consideration and/or approval
- Upcoming matters on the committee's agenda/workplan

Reports, whether written or verbal, should be clear, focused, and provide the Senate with relevant updates on the committee's work.

Committees periodically provide recommendations to the Senate related to their respective mandates. Recommendations should also be clear and focused, providing an analysis of the information, alternatives considered, potential risks, and alignment with the Senate's role, and broader University academic and strategic priorities (for example, as may be set out in strategic documents such as a strategic plan, academic plan/s, research plan/s and other plans).

While the Senate is not bound by committee recommendations, it operates on the principle that committees assist in conducting the Senate's work efficiently and effectively.

EXTERNAL ADVISORS
Committees may consult external advisors and experts on matters within their mandate, as deemed appropriate by the Senate. Any related expenses will require advance approval of Senate and/or the University Secretariat, as applicable.

Senate Committee Report Form

Committee:	Academic Planning + Priorities Committee
Meeting Date:	Wednesday, October 8, 2025
Presenter(s):	Jacqueline Turner

Chair's Summary:

Chair Election
J. Turner, Interim Dean, Faculty of Culture + Community, was re-elected as Chair.

Academic Schedule Policy
A draft Academic Schedule Policy will be presented at the November APP meeting, with the intention to forward it to Senate for approval in December and to the Board of Governors early in the new year.

Assessment and Academic Standing Policy Revisions
Work is underway to revise the Policy 4.16—the Assessment and Academic Standing Policy. Over the next few months, the Policy will go to each of the Deans to gather feedback. Once the Deans are generally satisfied with the draft, it will go back to APP for review and feedback before moving into broader consultation. Consultation will include faculty meetings and student engagement through ECSU

Admissions Policy
Work is underway to develop an Admissions Policy. It is expected that a draft Admissions Policy will be brought to APP closer to the end of the academic year.

Strategic Enrolment Management (SEM) Updates
K. Verkerk provided an update on SEM initiatives:

- The SEM Council, co-chaired by D. Achjadi and K. Verkerk, is currently laying the framework to develop a SEM Plan.
- A SEM workshop is currently planned to occur during the December Senate meeting.

Updates from Heather Fitzgerald
Heather Fitzgerald provided an update on policy work, which follows the University's Quality Assurance Audit. Now that the Programs Review Policy is completed, the next major project will be a revision of Policy 4.3—the Program and Curriculum Changes Policy—and the development of a complementary New Program and Curriculum Development Policy to meet new Degree Quality Assessment Board (DQAB) requirements. Together, these will form an integrated framework for program and curriculum change, with a Program Suspension and Discontinuance Policy anticipated in the future.

Signature: Jacqueline Turner **Date:** 2025-10-23

Senate Committee Report Form

Committee:	Curriculum Planning + Review (CPR)
Meeting Date:	October 8, 2025
Presenter(s):	Diyan Achjadi

Chair's Summary:

CPR Timelines
Kathryn Verkerk is working on an academic calendar which is required under the University Act. It will have a publication timeline which will impact course change and new course proposal deadlines. Kathryn will bring a CPR timeline proposal to the next CPR meeting.

Election of CPR Chair
Motion: IT IS HEREBY RESOLVED THAT the Curriculum Planning + Review Committee (CPR) appoints Adriana Jaroszewicz as the CPR Chair for a one-year term.

Update on CPR Working Group for Course Change Forms
Diyan Achjadi reported that work on the New Course Form and Course Change Form is on hold until the policies around course changes, program changes, and program development are updated. The committee will discuss learning outcomes at the next CPR meeting.

Program Requirement Worksheets (PRWs)
Diyan Achjadi clarified that PRWs are our contracts with the students and that they follow a cohort of students at their year of entry into a program. Changes to PRWs will need to follow the CPR timeline.

Policy Updates
Kathryn Verkerk is updating foundational policies 4.16 Assessment and Academic Standing and 4.16B Assessment and Academic Standing for Graduate Students to provide students with more clarity and transparency. Consultation sessions will be scheduled with each of the Deans, at Faculty meetings, with CPR and APP.

Kathryn is also working on the Academic Schedule policy which lists academic activities between September and August such as class start and end dates, withdrawal dates, stat holidays, etc.

Course Change Proposals
Amory Abbott, Interim Dean for the Audain Faculty of Art, presented course changes to ILUS 200 and PRAX 300. He also presented new discipline-specific PRAX 3XX courses. The committee discussed several points and concluded that more information was needed. All proposals were postponed.

Signature: Diyan Achjadi **Date:** October 24, 2025

**** PLEASE SUBMIT COMPLETED FORMS HERE FOR INCLUSION IN THE SENATE AGENDA PACKAGE. ****

Senate Committee Report Form

Committee:	Appeals Committee
Meeting Date:	Thursday, October 9, 2025
Presenter(s):	Kathryn Verkerk

Chair's Summary:

The Committee meeting was scheduled for **October 9, 2025 at 10:00am—11:20am** but did not proceed due to not meeting quorum.

The meeting has been rescheduled for **November 13, 2025**.

Signature: Kathryn Verkerk **Date:** 2025-10-23

Senate Committee Report Form

Committee:	International Development Committee
Meeting Date:	Thursday, October 16, 2025
Presenter(s):	Cory Seney-Coletta

Chair's Summary:

Membership Update
K. Verkerk designated C. Seney-Coletta to serve on the Committee on her behalf, as permitted under the Committee's terms of reference.

Chair Election
C. Seney-Coletta, Senior Director, Student Engagement, Retention + Success, was elected as Chair.

Terms of Reference Review
The Committee discussed its Terms of Reference and discussed areas for potential revision. A revised draft of the Terms of Reference will be prepared for consideration at the next meeting in January.

International Recruitment Update
K. Verkerk provided an update on international recruitment and admissions. The University experienced a decline in international student enrolment for Fall 2025, with approximately 80 new international students compared to about 150 in the previous year. Federal IRCC policy changes have contributed to visa delays and deferrals. The University is exploring ways to strengthen international recruitment, including re-engaging with agents or vendors to support these efforts.

Signature: Cory Seney-Coletta **Date:** 2025-10-23