



**Capilano Students' Union**

ISSUES-BASED POLICY  
MANUAL

Last amended April 23, 2016

---



Capilano Students' Union

Maple 116 – 2055 Purcell Way  
North Vancouver, BC V7J 3H5

Reception: 604.984.4969  
Fax: 604.984.4995  
[www.csu.bc.ca](http://www.csu.bc.ca)

## ISSUES-BASED POLICY MANUAL

---

### INDEX

ON-CAMPUS HOUSING	3
OFF-CAMPUS HOUSING	5
FALL ACADEMIC BREAK	8



Capilano Students' Union

Maple 116 – 2055 Purcell Way  
North Vancouver, BC V7J 3H5

Reception: 604.984.4969  
Fax: 604.984.4995  
www.csu.bc.ca

## ISSUES-BASED POLICY MANUAL

---

### ON-CAMPUS HOUSING

#### POLICY NUMBER

POL-001

#### EFFECTIVE DATE

February 19, 2016

#### APPROVAL DATE

February 19, 2016

#### POLICY TYPE

External

#### REVIEW DATE

February 19, 2019

#### AUTHORITY

Section II, Article 11(1) of the *Procedures*, which states that “[the] Board may express an opinion, sentiment or principle about external matters by means of an Issues-based Policy”; and Bylaw XVI(1)(a), which states that “Policy of the Society may be established from time-to-time by a two-thirds (2/3) Resolution of the Board.”

#### PRE-AMBLE

Capilano University is one of three public universities in British Columbia without residences. This lack of on-campus housing negatively impacts students, the university, and even the infrastructure of the North Shore. The lack of on-campus housing acts as a deterrent to enrolment, and students who commute add to the traffic and gridlock of local highways and roads. Students, meanwhile, have to force themselves in to off-campus housing, which comes with its own problems such as affordability, roommates with mismatched lifestyles, and challenges finding neighbourhoods suitable for a student’s personal safety and health. These issues create unnecessary hardship in addition to the usual stress inherent in being a student in post-secondary education.

What is needed to address student concerns regarding housing is a housing strategy, which includes a full exploration of on-campus residences, or at least geographically within the same neighbourhood as the university, catered to affordable housing for students. Student residences can ensure that students needn’t rely on roommates for their housing security; can allow for all necessary amenities under one roof; and can create a safe environment in which students can be in close proximity to other students sharing similar lifestyles, goals and needs.

#### APPLICABILITY

This policy is applicable to board members and employees who are in a position to campaign, lobby, or meet with government or university officials with respect to on-campus student housing.

#### EXCLUSIONS

None

#### DEFINITIONS

None



Capilano Students' Union

Maple 116 – 2055 Purcell Way  
North Vancouver, BC V7J 3H5

Reception: 604.984.4969  
Fax: 604.984.4995  
www.csu.bc.ca

## ISSUES-BASED POLICY MANUAL

---

### POLICY TEXT

**Whereas** there are many students who require on-campus housing but are unable to access it due to the lack of housing projects at Capilano University's campus; and

**Whereas** increases in housing costs at other post-secondary institutions has occurred at rates in excess of 15% in a single year; and

**Whereas** on-campus student housing is currently unregulated by provincial legislation; and

**Whereas** residences are often ill equipped to accommodate students with specific needs;

**Therefore, be it resolved that** the Capilano Students' Union support the building of high-quality, affordable on-campus housing, such as residence buildings.

**Be it further resolved that** the Capilano Students Union supports initiatives that encourage:

- access to high quality, affordable on-campus housing for all students who require it;
- residence buildings that are fully accessible to students with disabilities;
- legislation regulating on-campus housing similar to the Residential Tenancy Act;
- the maintenance of student residences as publicly owned and operated through the university;
- housing that takes into account the needs of student parents; and
- the setting of a reasonable cap on increases to rent.

**And, finally, be it further resolved that** the Capilano Students Union opposes initiatives involving:

- increases to residence fees that go beyond the standard allowable rent increase in British Columbia, as defined by the Residential Tenancy Act; and
- profit-generation from campus student housing of any kind, including international students' residences.

### COMPLETED CONSULTATIONS

- Issues-based policy housing brief prepared by the CSU (November 25, 2014)
- Alliance of BC Students policy on off-campus housing (May 9, 2015)
- University of Victoria Students Society issues policy on off-campus housing (March 23, 2015)



Capilano Students' Union

Maple 116 – 2055 Purcell Way  
North Vancouver, BC V7J 3H5

Reception: 604.984.4969  
Fax: 604.984.4995  
www.csu.bc.ca

## ISSUES-BASED POLICY MANUAL

### OFF-CAMPUS HOUSING

#### POLICY NUMBER

POL-002

#### EFFECTIVE DATE

February 19, 2016

#### APPROVAL DATE

February 19, 2016

#### POLICY TYPE

External

#### REVIEW DATE

February 19, 2019

#### RESPONSIBLE BODY

External Relations Committee

#### AUTHORITY

Section II, Article 11(1) of the *Procedures*, which states that “[the] Board may express an opinion, sentiment or principle about external matters by means of an Issues-based Policy”; and Bylaw XVI(1)(a), which states that “Policy of the Society may be established from time-to-time by a two-thirds (2/3) Resolution of the Board.”

#### PRE-AMBLE

Capilano University is one of only three publicly-funded universities in British Columbia without residences. This lack of on-campus housing forces students in to off-campus housing, which comes with its own problems such as affordability, roommates with mismatched schedules and lifestyles, and challenges finding neighborhoods suitable for a student’s personal safety and health. These issues create unnecessary hardship in addition to the usual stress inherent in being a student in post-secondary education.

#### APPLICABILITY

This policy is applicable to board members and employees who are in a position to campaign, lobby, or meet with government or university officials with respect to off-campus student housing.

#### EXCLUSIONS

None

#### DEFINITIONS

Residential Tenancy Act

The British Columbia government act and regulations, which applies to tenancy agreements, rental units, and residential properties.



Capilano Students' Union

Maple 116 – 2055 Purcell Way  
North Vancouver, BC V7J 3H5

Reception: 604.984.4969  
Fax: 604.984.4995  
www.csu.bc.ca

## ISSUES-BASED POLICY MANUAL

---

### POLICY TEXT

**Whereas** British Columbia has one of the highest costs of living in the country; and

**Whereas** it is important for students to be educated on their rights with regards to tenancy; and

**Whereas** there is a lack of affordable housing available to students off campus, especially in North Vancouver;

**Be it resolved that the CSU support initiatives that encourage:**

- access to high quality, affordable housing for all students who require it;
- educating students as to their rights as tenants;
- municipal bylaw reform that would allow for secondary suite rental units;
- government support for public and not-for profit affordable housing; and
- student participation in neighborhood, community, and tenant groups.

**Be it further resolved that the CSU condemn:**

- increases to the standard allowable rent increase that are above CPI; and landlords using students' (and international students in particular) lower knowledge of, or confidence with, tenants' rights to sidestep the Residential Tenancy Act or otherwise intimidate student tenants.

### COMPLETED CONSULTATIONS

- Issues-based policy housing brief prepared by the CSU (November 25, 2014)
- Alliance of BC Students policy on off-campus housing (May 9, 2015)
- University of Victoria Students Society issues policy on off-campus housing (March 23, 2015)



Capilano Students' Union

Maple 116 – 2055 Purcell Way  
North Vancouver, BC V7J 3H5

Reception: 604.984.4969  
Fax: 604.984.4995  
www.csu.bc.ca

## ISSUES-BASED POLICY MANUAL

---

### POLICY TEXT

**Whereas** British Columbia has one of the highest costs of living in the country; and

**Whereas** it is important for students to be educated on their rights with regards to tenancy; and

**Whereas** there is a lack of affordable housing available to students off campus, especially in North Vancouver;

**Be it resolved that the CSU support initiatives that encourage:**

- access to high quality, affordable housing for all students who require it;
- educating students as to their rights as tenants;
- municipal bylaw reform that would allow for secondary suite rental units;
- government support for public and not-for profit affordable housing; and
- student participation in neighborhood, community, and tenant groups.

**Be it further resolved that the CSU condemn:**

- increases to the standard allowable rent increase that are above CPI; and landlords using students' (and international students in particular) lower knowledge of, or confidence with, tenants' rights to sidestep the Residential Tenancy Act or otherwise intimidate student tenants.

### COMPLETED CONSULTATIONS

- Issues-based policy housing brief prepared by the CSU (November 25, 2014)
- Alliance of BC Students policy on off-campus housing (May 9, 2015)
- University of Victoria Students Society issues policy on off-campus housing (March 23, 2015)



Capilano Students' Union

Maple 116 – 2055 Purcell Way  
North Vancouver, BC V7J 3H5

Reception: 604.984.4969  
Fax: 604.984.4995  
www.csu.bc.ca

## ISSUES-BASED POLICY MANUAL

### FALL ACADEMIC BREAK

#### POLICY NUMBER

POL-003

#### EFFECTIVE DATE

April 22, 2016

#### APPROVAL DATE

April 22, 2016

#### POLICY TYPE

External

#### REVIEW DATE

February 19, 2019

#### RESPONSIBLE BODY

University Relations Committee

#### AUTHORITY

Section II, Article 11(1) of the *Procedures*, which states that “[the] Board may express an opinion, sentiment or principle about external matters by means of an Issues-based Policy”; and Bylaw XVI(1)(a), which states that “Policy of the Society may be established from time-to-time by a two-thirds (2/3) Resolution of the Board.”

#### PRE-AMBLE

Capilano University has only one academic break which takes place in the Spring semester. This is problematic in several different ways. First, students taking classes in the fall term do not have the advantage of having a break where they could work on term papers and other educational matters. Second, the fall semester brings with it its own stress, such as the new academic year and for some students, the first semester away from home at a brand new school.

By not having a fall academic break, Capilano stands alone when contrasted with schools like UVic and UNBC, as well as the majority of post-secondary schools in Canada.<sup>1</sup> More and more students have been granted a fall academic break in the past five years, with the University of Alberta being the most recent in March 2015. The reasoning for these schools to implement a fall academic break is mostly based on mental health. Said Katie Kutryk, registered nurse and Health & Wellness Educator at the University of Manitoba: “A fall break would mitigate some academic scheduling pressures and provide the opportunity for students to use the allotted time to find reprieve, recharge, meaningfully reconnect with family and friends, and reassess if need, the current state of their mental health for the remainder of the semester...a fall break would be an initiative that is consistent with our own campus mental health strategy and demonstrate a commitment to mental health and wellness on campus.”<sup>2</sup> Unfortunately, mental illness on campus has been steadily increasing across the nation. According to a report published

---

<sup>1</sup> University of Manitoba Students’ Union: A Review of Fall Academic Break Policies at Canadian Universities , published May 2015.

<sup>2</sup> Letter from Katie Kutryk, RN BN, to University of Manitoba senate, dated September 12 , 2015.





Capilano Students' Union

## ISSUES-BASED POLICY MANUAL

by the Mental Health Commission of Canada, 2013 saw a shocking 6.6% of students admit to self-harm.<sup>3</sup> In 2012, Ryerson University saw a 200% increase students in crisis situations that could be defined as “homeless, suicidal, [and] really sick.”<sup>4</sup> While mental wellness is no doubt a part of a broader conversation on student health, the implementation of a fall academic break would offer some relief to this growing epidemic.

In each case of a fall academic break adopted over the last ten years, days that would normally have class in session are instead added on at the beginning of the year, such as right after a new student orientation day or its equivalent, or at the end of the semester before breaking for exams.<sup>5</sup> Furthermore, any programs that may be negatively affected by the implementation of a second academic break can appeal to have their students exempt. In these cases the pushback from faculty was logistical and administrative in nature.<sup>6</sup> With these midsemester breaks, no academic days are lost, and some stress and hardship can be alleviated once students have time off. Seeing the benefits of a mid-semester fall break and need to address the nationwide campus mental health issue, as well as the lack of impact this would have on the academic year, the Capilano Students' Union stands in support of a fall academic break.

### APPLICABILITY

This policy is applicable to any executive committee members, board members, or employees who are in a position to campaign, lobby, or meet with government or university officials with respect to the academic schedule.

### EXCLUSIONS

This policy does not apply to board members who concurrently serve as a member of the university board of governors or the university senate in the exercise of their official functions as a member of the university board of governors or the university senate.

### DEFINITIONS

**Academic break:** a short collection of days where students have no scheduled classes, allowing them a chance to catch up on work and study for exams

### POLICY TEXT

1. Be it resolved that the Capilano Students' Union supports the Capilano University senate and board of governors in establishing a fall academic break.
2. Be it further resolved that the Capilano Students Union will continually advocate for a fall academic break until its adoption. This will be done through:
  - a. Discussions: until the fall academic break is adopted, the CSU will continue to discuss a fall academic break yearly with the university registrar, the VP academic, and the Capilano Faculty Association.

---

<sup>3</sup> Mental Health Commission of Canada, *Informing the Future: Mental Health Indicators for Canada*, published January 22, 2015.

<sup>4</sup> MacLean's, “The Mental Health Crisis on Campus,” published September 5, 2015.

<sup>5</sup> University of Manitoba Students' Union: *A Review of Fall Academic Break policies at Canadian Universities*, published May 2015.

<sup>6</sup> The McGill Tribune, “SSMU Council passes motion of support for Fall reading week,” published November 8, 2015.



**Capilano Students' Union**

Maple 116 – 2055 Purcell Way  
North Vancouver, BC V7J 3H5

Reception: 604.984.4969  
Fax: 604.984.4995  
[www.csu.bc.ca](http://www.csu.bc.ca)

## **ISSUES-BASED POLICY MANUAL**

---

b. Presentations: until the fall academic break is adopted, the CSU will deliver presentation and report once a year to Capilano Senate and board of governors outlining the benefits and reasoning of a fall academic break.