



SENATE CURRICULUM COMMITTEE MEETING

Friday, August 17, 2018 12:00 pm

Capilano University – Room LB 321

MINUTES

PRESENT: Deb Jamison (Chair), Deanna Baxter, Sean Ashley, Shahnaz Darayan, Jocelyn Hallman, Darcie Hillebrand, Brad Martin, Caroline Soo, Laureen Styles, Halia Valladares, Rachel Yu, Recording Secretary, Mary Jukich

REGRETS: David Geary, Michelle Gunness, Keith Lam, Aurelea Mahood, Seanna McPherson, Pascal Milelli, Majid Raja

GUESTS: Paul McMillan, Alison McNeil

Acknowledgement

We respectfully acknowledge the Lil'wat, Musqueam, Squamish, Sechelt and Tsleil-Waututh people on whose territories our campuses are located.

1. Welcome

2. Approval of the Agenda

The following two items were added to the agenda:

- Item #8b – Curriculum/Registrar's Office adviser at SCC
- Item #8c – Suggestions for improvements to the SCC processes, practices and tools

Halia Valladares moved and Darcie Hillebrand seconded:

To adopt the amended agenda.

CARRIED

3. Approval of the Minutes

Brad Martin moved and Deanna Baxter seconded:

To adopt the June 8, 2018 minutes.

CARRIED

4. PHYSICS AND ASTRONOMY

ASTR 300 – Life in the Universe

Presented by: Paul McMillan

SCC was requested to approve ASTR 300 – Life in the Universe as a new course, as well as to approve its designation as a science course and as a Cap Core course under the heading *Science and Technology*.



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During the review, it was suggested that a description regarding how students would be evaluated for 10% for class discussion be included directly under the evaluation profile.

Sean Ashley moved and Caroline Depatie seconded:

18/91 ASTR 300 – Life in the Universe be recommended to Senate for approval as a new course, as well as designation as a science course and a Cap Core course under the heading *Science and Technology*.

CARRIED

5. MATH

MATH 139 – The Mathematics of Visual Art
Presented by: Deanna Baxter

SCC was requested to approve MATH 139 – The Mathematics of Visual Art as a new course, as well as to approve its designation as a quantitative/analytical course and as a Cap Core course under the heading *Numeracy*. On review of the course, concern was expressed that the course does not indicate a 4th hour and that this may be confusing to students because most courses being offered across campus indicate a 4th hour. Members further indicated that a broader discussion was required at a later meeting regarding 4th hour requirements.

Halia Valladares moved and Sean Ashley seconded:

18/92 MATH 139 – The Mathematics of Visual Art be recommended to Senate for approval as a new course, as well as designation as a quantitative/analytical course, and as a Cap Core course under the heading of *Numeracy*.

CARRIED

6. SOCIOLOGY

SOC 340 – Migration and Displacement
Presented by: Sean Ashley

SCC was requested to approve the new course, SOC 340 – Migration and Displacement, as well as designation as a Cap Core course under the heading *Self and Society*.



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Caroline Depatie moved and Caroline Soo seconded:

- 18/93** SOC 340 – Migration and Displacement be recommended to Senate for approval as a new course, as well as designation as a Cap Core course under the heading *Self and Society*. **CARRIED**

7. PADM

PADM 210 – Management Fundamentals
Local Government Administration Certificate Program Profile
Local Government Leadership Development Certificate Program Profile
Local Government Administration Advanced Certificate Program Profile
Local Government Administration Diploma Program Profile
Presented by: Alison McNeil

PADM 210 – Management Fundamentals is a new course developed in response to demand from current Public Administration (PADM) students and graduates.

Halia Valladares moved and Caroline Depatie seconded:

- 18/94** The new course, PADM 210 – Management Fundamentals, be recommended to Senate for approval. **CARRIED**

The Local Government Administration Certificate, Local Government Leadership Development Certificate, Local Government Administration Advanced Certificate and Local Government Administration Diploma Program Profiles are being revised to indicate the addition of the new course as an elective.

On review of the proposed revision to the program profiles:

- the program, profile for the Local Government Administration Advanced Certificate was withdrawn for approval as students already admitted in 2018 will be following the current program profile and this program will no longer be offered after the 2018/2019 academic year;
- it was suggested that STATS and Astronomy courses be added to the list of electives for all of the program profiles.

Sean Ashley moved and Darcie Hillebrand seconded:



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18/95 The revision to the Local Government Administration Certificate, Local Government Leadership Development Certificate, and Local Government Administration Diploma Program Profiles be recommended to Senate for approval.

CARRIED

8. BUSINESS ITEMS

(a) Election of Vice-Chair

Members were requested to volunteer to serve as Vice-Chair of SCC. Deanna Baxter nominated herself, and on three further calls, Deanna was acclaimed as Vice-Chair of SCC for a one year term.

(b) Curriculum/Registrar's Office Advisor at SCC

There was a discussion regarding the possibility of having a representative from Curriculum or the Registrar's Office attend the SCC meetings until the position of Registrar is filled. Members discussed that in the interim, it may be beneficial to have a representative in an advisory role at SCC to ensure that decisions made follow process and do not have a negative operational impact on the Registrar's Office.

In this regard, Laureen Styles will consult with Toran Savjord, VP Strategic Planning, Assessment and Institutional Effectiveness, to determine the best person for the interim position.

(c) Suggestions for Improvements to the SCC Process

Members were requested to provide suggestions and feedback on possible improvements to the SCC processes and practices. The following suggestions were presented:

- Regular attendance of administrators at the meetings.
- It would be helpful to streamline the SCC paperwork so that similar changes to course outlines could be captured in one course approval form.



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- More clarity around decision making and whose responsibility it is to implement the decisions would be helpful.
- Making sure that there is enough time in the meetings to ensure a robust discussion on all items.

Members were requested to go back to their areas for further feedback, and this item will be placed in the September agenda for further discussion.

9. INFORMATION ITEMS

- (a) REC 152 – Environmental Stewardship I – Course Revision

There being no further business, and on a motion duly made and seconded, the meeting was adjourned at 1:50 pm.

Next Meeting: Friday, September 21, 2018 - 12:00 – 2:00 pm
