



SENATE CURRICULUM COMMITTEE MEETING

Friday, June 14, 2019 12:00 pm
 Capilano University – Room LB 321

MINUTES

- PRESENT:** Deb Jamison (Chair), Deanna Baxter, Sean Ashley, Shahnaz Darayan, Caroline Depatie, David Geary, Michelle Gunness, Karin Hall, Darcie Hillebrand, Keith Lam, Pouyan Mahboubi, Brad Martin, Pascal Milelli, Majid Raja, Jennifer Nesselroad, Caroline Soo, Laureen Styles, Halia Valladares, Recording Secretary, Mary Jukich
- REGRETS:** Aurelea Mahood, Graeme Sleep, Rachel Yu, Hassan Merali, Bana Nourkeyani, Toran Savjord
- GUESTS:** Gillian Barber, Greg Coyes, Jillian Feist, Brook Houglum, Stephen Kaldestad, Alison McNeil, Adam Sale, Graham Vaughan
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Acknowledgement

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

1. Welcome

The Chair called the meeting to order at 12:00 p.m.

2. Approval of the Agenda

The following revisions were made to the agenda:

- Addition of Information Item #15(e) – USS Subject Code Description Change;
- Under Item #7 – PMI 782 - Jazz Clarinet should read “PMI 782 – Jazz Clarinet Secondary”;
- Under Item #9 – Outdoor Recreation Management Diploma should read “Outdoor Recreation Management Diploma Program Profile”

*Caroline Depatie moved and Sean Ashley seconded:
 To adopt the amended agenda.*

CARRIED

3. Approval of the Minutes

The following revisions were requested:



SENATE CURRICULUM COMMITTEE MEETING

Friday, June 14, 2019 12:00 pm
 Capilano University – Room LB 321

MINUTES

May 17, 2019 Minutes:

- SCC was informed that a minor revision was previously made with respect to ENGL 359 course long title change.

May 24, 2019 Minutes

- With respect to the discussion on HKIN, page 3 of the Minutes, inclusion of the comment that there was insufficient consultation. Clarification was provided that, although the comment was made in relation to HKIN and the Science degree, it was also made in a broader scope institutionally as there is a need to develop ways and support for consultation.

David Geary moved and Sean Ashley seconded:

To adopt the May 17, 2019 and May 24, 2019 amended minutes.

CARRIED

4. **DIGITAL VISUAL EFFECTS**

VFX 215 – Visual Effects Production II

Digital Visual Effects Diploma Program Profile

Presented by: Adam Sale

The Visual Effects Diploma Program requested approval to increase the credits of VFX 215 – Visual Effects Production II from 6 to 9 credits.

The Digital Visual Effects Diploma Program Profile is also being revised to account for the VFX credit change and the discontinuance of VFX 230 Work Project (3 credits). The 60-credit total for the VFX diploma program would remain the same.

On review of the Digital Visual Effects Diploma Program Profile, it was suggested that the effective start date be changed to 2019 in order to accommodate the students from the fall 2018 and perspective future intakes.

Jennifer Nesselroad moved and Pascal Milelli seconded:

19/46 The revisions to the amount of credits from 6 to 9 credits for VFX 215 – Visual Effects Production II and the resulting revisions to the Digital Visual Effects Diploma Program Profile be recommended to Senate for approval.

CARRIED



SENATE CURRICULUM COMMITTEE MEETING

Friday, June 14, 2019 12:00 pm
Capilano University – Room LB 321

MINUTES

5. IIDF/MOPA

IIDF 137 – Narrative Production
Presented by: Greg Coyes

As a result of the movement of IDF 109 and IDF 110 to the Spring term and IDF 120 to the Fall term, SCC was requested to approve the pre-requisite revisions to IIDF 137 from 14.5 to 13.5 credits of 100 level IDF courses.

Laureen Styles moved and Jennifer Nesselroad seconded:

19/47 The pre-requisite revisions for IIDF 137 – Narrative Production from 14.5 to 13.5 credits of 100 level IDF courses be recommended to Senate for approval.

CARRIED

6. JAZZ

Bachelor of Music in Jazz Studies – Performance - Composition Admission Requirements
Bachelor of Music in Jazz Studies – Education - Admission Requirements
Presented by: Stephen Kaldestad

Students to the program come from secondary institutions with a focus on strong arts programs and, as such, the arts-based focus often has an impact on the students' eligibility for the program based on the current jazz studies requirements of English 12 plus two academic grade 12 courses. As a result, the admission requirements of the Bachelor of Music in Jazz Studies – Performance and the Bachelor of Music in Jazz Studies – Education are being revised to:

- remove the following requirement: "A minimum grade point average of 2.0 (60%) calculated on English 12 or English 12 First Peoples and two academic Grade 12 courses"; and
- change interview/audition wording from "and theory entrance exam" to "and music theory assessment".

Darcie Hillebrand moved and Jennifer Nesselroad seconded:

19/48 The revisions to the admission requirements of the Bachelor of Music in Jazz Studies – Performance and the Bachelor of Music in Jazz Studies – Education be recommended to Senate for approval.

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SENATE CURRICULUM COMMITTEE MEETING

Friday, June 14, 2019 12:00 pm
 Capilano University – Room LB 321

MINUTES

7. JAZZ

PMI 132 – Jazz Clarinet
 PMI 782 – Jazz Clarinet Secondary
Presented by: Stephen Kaldestad

As course reactivations come to SCC as information items, SCC received as information that PMI 132 – Jazz Clarinet and PMI 782 – Jazz Clarinet Secondary were being reactivated.

8. TREC

REC 156 – Natural History for Tourism and Outdoor Recreation
Presented by: Caroline Depatie

SCC was requested to approve a change in the contact hours for REC 156 – Natural History for Tourism and Outdoor Recreation to 4.0. The last approved course outline from 2001 was for 7 contact hours (3 lecture hours, 3 lab hours and 1 other hour) for 15 weeks. The 3 lab hours were for a field trip experience which, over time, has been removed from the course content and delivery.

Lauren Styles moved and Jennifer Nesselroad seconded:

19/49 The revisions to the contact hours for REC 156 – Natural History for Tourism and Outdoor Recreation be recommended to Senate for approval.

CARRIED

9. TREC

REC 111 – Introduction to Commercial Outdoor Recreation
 WLP 153 – Guiding Leadership
 REC 225 – Entrepreneurship in Commercial Outdoor Recreation
 REC 222 – Leadership and Experiential Education
 WLP 124 – Winter Skills
 WLP 126 – Backpacking
 WLP 137 – Sea Kayaking I
 WLP 138 – Sea Kayaking II
 WLP 184 – Select Skills Course in Outdoor Recreation I
 REC 148 – Introduction to Wilderness Travel
 REC 157 – Wilderness Skills
 REC 191 – Outdoor Recreation Career Management
 TOUR 133 – Tourism Career Management



SENATE CURRICULUM COMMITTEE MEETING

Friday, June 14, 2019 12:00 pm
 Capilano University – Room LB 321

MINUTES

REC 260 – Outdoor Recreation Co-op Work Experience
 TOUR 140 – Tourism Co-op Work Experience
 WLP 149 – Overnight Field Leader
 WLP 164 – Winter Leadership
 WLP 166 – Introduction to Alpine Travel
 WLP 185 – Select Skills Course in Outdoor Recreation II
 Outdoor Recreation Management Diploma Program Profile
Presented by: Caroline Depatie and Graham Vaughan

As a result of changes in overall outdoor recreation programming at the University since 2014, the Outdoor Recreation Management Diploma program requires revisions to respond to student and industry demand, and to align itself with the University's goals and priorities. The proposed program profile change is expected to increase numbers of students in the Outdoor Recreation Management Diploma and to the Bachelor of Tourism Management Degree program (in courses at the upper levels in the Adventure Concentration), and to provide students with more experiential and work integrated learning opportunities.

SCC was requested to approve various revisions to pre-requisites, credits, grading profiles and contact hours, resulting in various revisions to the program profile, including, but not limited to, changing the total credits for the program from 62 to 65 credits and delivering the program over two years instead of the current condensed 16-month program.

For TOUR 133, SCC requested that the evaluation profile equal 100%.

Brad Martin moved and Halia Valladares seconded:

- 19/50** The revisions to the existing courses:
- REC 111 – Introduction to Commercial Outdoor Recreation
 - WLP 153 – Guiding Leadership
 - REC 225 – Entrepreneurship in Commercial Outdoor Recreation
 - REC 222 – Leadership and Experiential Education
 - WLP 124 – Winter Skills
 - WLP 126 – Backpacking
 - WLP 137 – Sea Kayaking I
 - WLP 138 – Sea Kayaking II
 - WLP 184 – Select Skills Course in Outdoor Recreation I

CARRIED



SENATE CURRICULUM COMMITTEE MEETING

Friday, June 14, 2019 12:00 pm
Capilano University – Room LB 321

MINUTES

- REC 157 – Wilderness Skills
 - TOUR 133 – Tourism Career Management
 - TOUR 140 – Tourism Co-op Work Experience
- be recommended to Senate for approval.

Majid Raja moved and Sean Ashley seconded:

19/51 The new courses:

- REC 148 – Introduction to Wilderness Travel
 - REC 191 – Outdoor Recreation Career Management
 - REC 260 – Outdoor Recreation Co-op Work Experience
 - WLP 149 – Overnight Field Leader
 - WLP 164 – Winter Leadership
 - WLP 166 – Introduction to Alpine Travel
 - WLP 185 – Select Skills Course in Outdoor Recreation II
- be recommended to Senate for approval.

CARRIED

Sean Ashley moved and Jennifer Nesselroad seconded:

19/52 The revisions to the Outdoor Recreation Management Diploma program profile be recommended to Senate for approval.

CARRIED

10. PADM

Local Government Administration Advanced Certificate

Presented by: Alison McNeil

The proposal for a PADM credential and name change was triggered by Senate policy changes that came into effect in late 2018. In October 2015, Senate revised the Credential and Course Criteria Policy and eliminated the Advanced Certificate credential, with the provision that programs have until their next program review or three (3) years from October 2015 (the original policy approval date), whichever comes first, to align with this policy. PADM students and the PADM Program Advisory Committee have indicated that they want a certificate (in Local Government Administration) that provides a laddering option to the Diploma. As such, the program proposal was to adapt the same program profile and rename it to Certificate in Local Government Administration (Advanced). The new PADM credential will provide students with continued access to program pathways and laddering.



SENATE CURRICULUM COMMITTEE MEETING

Friday, June 14, 2019 12:00 pm
Capilano University – Room LB 321

MINUTES

On review of the program profile, an issue was raised with regard to the various subject areas listed under “Choose 18.00 credits of electives,” as some areas may be out of date or missing (e.g. STAT) or restricted to certain areas, and it was suggested that these electives be reviewed and changed as appropriate, e.g. “18 credits of 100-level or higher coursework.” The presenter requested that this change be made and approved on the floor because of timing issues regarding offering the program to students. However, as this type of decision requires departmental approval and needs to be vetted through the normal approval process, it was suggested that the name change be approved but that the revision regarding the electives be brought back to SCC at a later date.

Sean Ashley moved and Keith Lam seconded:

19/53 The name change of the Local Government Administration Advanced Certificate to Certificate in Local Government Administration (Advanced) be recommended to Senate for approval.

CARRIED

11. SCHOOL OF BUSINESS

BADM 202 – People Management

BADM 210 – Business Statistics

Presented by: Darcie Hillebrand

BADM 202 – People Management is being revised to add a pre-requisite of “15 credits of 100-level or higher coursework,” effective Spring 2020.

Various revisions are being made to BADM 210 – Business Statistics. As this course will meet four of the seven outcomes under the Cap Core designation heading *Science and Technology*, SCC was requested to approve the Cap Core designation of this course under this heading (it is already a *Numeracy* and *Q/A* designated course).

Caroline Depatie moved and Halia Valladares seconded:

19/54 The pre-requisite revisions to BADM 202 – People Management and the Cap Core designation to BADM 210 – Business Statistics under the heading *Science and Technology* be recommended to Senate for approval.

CARRIED



SENATE CURRICULUM COMMITTEE MEETING

Friday, June 14, 2019 12:00 pm
 Capilano University – Room LB 321

MINUTES

12. ENGLISH

ENGL 290 – Creative Writing: Letter and Line
 ENGL 291 – Creative Writing: Narrative Fictions
 ENGL 292 – Creative Writing: Children’s Literature
 ENGL 293 – Creative Writing: Creative Nonfiction
 ENGL 296 – Creative Writing: Writing for the Stage
Presented by: Brook Houglum

SCC was requested to approve Cap Core designation under the heading *Culture & Creative Expression* for ENGL 290 – Creative Writing: Letter and Line, ENGL 291 – Creative Writing: Narrative Fictions, ENGL 292 – Creative Writing: Children’s Literature, ENGL 293 – Creative Writing: Creative Nonfiction, and ENGL 296 – Creative Writing: Writing for the Stage. These courses fit within the *Culture & Creative Expression* category because they balance experiential learning in creative composition, editing and publishing with the study of contemporary literary texts and genres.

The presenter requested that a change on the floor be made to the pre-requisites for ENGL 290, 291 and 292 (from “ENGL 190 and ENGL 191” to “ENGL 190 or ENGL 191”). However, because this is a substantial change, SCC requested that this change request go through the normal approval process (and could not be done on the floor).

Lauren Styles moved and Michelle Gunness seconded:

19/55 ENGL 290 – Creative Writing: Letter and Line, ENGL 291 – Creative Writing: Narrative Fictions, ENGL 292 – Creative Writing: Children’s Literature, ENGL 293 – Creative Writing: Creative Nonfiction and ENGL 296 – Creative Writing: Writing for the Stage be recommended to Senate for approval as Cap Core designated courses under the heading *Culture & Creative Expression*.

CARRIED

13. BACHELOR OF ARTS IN LIBERAL STUDIES

Bachelor of Arts with a Major in Liberal Studies
 Minor in Liberal Studies
Presented by: Sean Ashley

SCC was requested to approve the change to the program title of the Bachelor of Arts with a major (and minor) in Liberal Studies to “Bachelor of Arts with a major



SENATE CURRICULUM COMMITTEE MEETING

Friday, June 14, 2019 12:00 pm
 Capilano University – Room LB 321

MINUTES

(and minor) in Interdisciplinary Studies.” The Steering Committee believes that a new name, Interdisciplinary Studies, better captures what the students are being asked to do during their studies, and helps the University to explain to prospective students, parents, and the wider community (including employers) the distinctive set of skills and knowledge that graduates possess.

Majid Raja moved and Darcie Hillebrand seconded:

19/56 The program title of the Bachelor of Arts with a major (and minor) in Liberal Studies be revised to “Bachelor of Arts with a major (and minor) in Interdisciplinary Studies.”

CARRIED

14. THEATRE

ACTR 100 – Acting I
 ACTR 101 – Acting II
 ACTR 200 – Acting III
 ACTR 201 – Acting IV
 ASAS 105 – Voice and Movement for the Actor I
 ASAS 114 – The Screen Actors Process I
 ASAS 115 – Voice for the Actor I
 ASAS 116 – Movement for the Actor I
 ASAS 161 – Ensemble Projects for the Stage I
 ASAS 162 – Screen Projects I
 ASAS 210 – Screen Acting II
 ASAS 215 – Voice for the Actor II
 ASAS 216 – Movement for the Actor II
 ASAS 218 – Musical Theatre for Actors – Voice
 ASAS 219 – Musical Theatre for Actors – Dance
 ASAS 225 – Voice for the Actor III
 ASAS 226 – Movement for the Actor III
 ASAS 261 – Ensemble Projects for the Stage II
 ASAS 262 – Screen Projects II
 ASAS 340 – The Actor’s Kit
 ASAS 362 – Screen Projects III
 MUTH 116 – Musical Theatre I
 MUTH 117 – Musical Theatre II
 MUTH 211 – Acting for Film and Television II
Presented by: Gillian Barber



SENATE CURRICULUM COMMITTEE MEETING

Friday, June 14, 2019 12:00 pm
 Capilano University – Room LB 321

MINUTES

The courses noted above are currently delivering too many face-to-face hours in relation to the section release time. As such, the content of the courses has been adjusted in relation to the contact hours and to bring the course loads into compliance with workload assignments.

Pascal Milelli moved and Jennifer Nesselroad seconded:

19/57 The revisions to the course contact hours for:

CARRIED

- ACTR 100 – Acting I
- ACTR 101 – Acting II
- ACTR 200 – Acting III
- ACTR 201 – Acting IV
- ASAS 105 – Voice and Movement for the Actor I
- ASAS 114 – The Screen Actors Process I
- ASAS 115 – Voice for the Actor I
- ASAS 116 – Movement for the Actor I
- ASAS 161 – Ensemble Projects for the Stage I
- ASAS 162 – Screen Projects I
- ASAS 210 – Screen Acting II
- ASAS 215 – Voice for the Actor II
- ASAS 216 – Movement for the Actor II
- ASAS 218 – Musical Theatre for Actors – Voice
- ASAS 219 – Musical Theatre for Actors – Dance
- ASAS 225 – Voice for the Actor III
- ASAS 226 – Movement for the Actor III
- ASAS 261 – Ensemble Projects for the Stage II
- ASAS 262 – Screen Projects II
- ASAS 340 – The Actor’s Kit
- ASAS 362 – Screen Projects III
- MUTH 116 – Musical Theatre I
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be recommended to Senate for approval.



SENATE CURRICULUM COMMITTEE MEETING

Friday, June 14, 2019 12:00 pm
 Capilano University – Room LB 321

MINUTES

15. INFORMATION ITEMS

- (a) Indigenous Independent Digital Filmmaking Diploma and Certificate – Program Profile Revisions
 - Moving IDF 109 – Production and Planning and IDF 110 – Production Project #1 to the Spring term and moving IDF 120 – Indigenous Cinema Studies to the Fall term in the IIDF program profiles (as the certificate represents the first year of the diploma program, which is now changing, the same update needs to be made to the certificate)
- (b) TOUR 416 – Evaluation Profile Revisions
 - Removing 20% midterm and redistributing amongst three cases and a presentation
- (c) Mature Student Status Policy rescinded; mature student status to be removed from admission requirements
- (d) New subject Code (CAPS – Capstone)
- (e) USS Subject Code Description Change
 - It has been suggested that the subject description for USS be updated to read “University Success Strategies” (i.e. remove the “couns”).

16. BUSINESS ITEMS

- (a) There was a brief discussion with respect to the Chair position of the Committee, and elections for the Chair position (in August).

There being no further business, and on a motion duly made and seconded, the meeting was adjourned at 1:45 pm.

Next Meeting: Friday, August 16, 2019 - 12:00 – 2:00 pm
