



## SENATE CURRICULUM COMMITTEE MEETING

Friday, December 11, 2020 12:00 pm

VIA MICROSOFT TEAMS

### MINUTES

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- PRESENT:** Deb Jamison (Chair), Sean Ashley, Mohna Baichoo, Shahnaz Darayan, Fiacre M. O’Duinn, Lara Duke, David Geary, Darcie Hillebrand, Ferdos Jamali, Urmila Jangra, Keith Lam, Pouyan Mahboubi, Brad Martin, Jennifer Nesselroad, Cass Picken, Alisha Samnani, Carole Soo, Laureen Styles, Kyle Vuorinen, Dominique Walker, Stephen Williams, Rachel Yu, Wen Zhaj, Recorder Mary Jukich
- REGRETS:** Annie Prud’homme-Generuex, Ferdos Jamali, Ramandeep Kaur
- GUESTS:** Mark Vaughan, Greg Gjerdalen, Christine Sjolander, Jane Raycraft, Christy Dodds, Claudia D’Almedia, Kara Walker
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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**

*Deb Jamison moved and Rachel Yu seconded:*

To approve the agenda.

**CARRIED**

#### **3. Approval of the Minutes**

*Laureen Styles moved and Jennifer Nesselroad seconded:*

To approve the November 20, 2020 minutes.

**CARRIED**

#### **4. SCHOOL OF BUSINESS**

BADM 350 – Business Competitions

*Presented by: Darcie Hillebrand*

BADM 350 – Business Competitions is a new course that will provide students with the opportunity to develop their skills and prepare and compete in business competitions, such as the American Marketing Association collegiate case competition.



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*Jennifer Nesselroad moved and Lara Duke seconded:*

**20/55** The new course, BADM 350 – Business Competitions, be recommended to Senate for approval. **CARRIED**

#### 5. INTERDISCIPLINARY STUDIES (ARTS AND SCIENCES)

INTS 110 – Making Change: Regional Research and Action

*Presented by: Mark Vaughan*

The new course, INTS 110: Making Change: Regional Research and Action, was developed and intended to be taken by Arts & Sciences students in the first year of their degree program but will be open to all Capilano University students.

During the discussion regarding the evaluation profile, it was suggested that the reports and presentations be grouped together in order to leave it up to individual instructors to apportion the reports and presentations in their course syllabi to suit their individual teaching styles.

*Alisha Samnani moved and Jennifer Nesselroad seconded:*

**20/56** The new course, INTS 110 – Making Change: Regional Research and Action, as well as Cap Core designation under the heading *Self and Society*, be recommended to Senate for approval. **CARRIED**

#### 6. TREC

REC 111 – Introduction to Commercial Outdoor Recreation

*Presented by: Greg Gjerdalen*

SCC was requested to approve Cap Core designation to REC 111 – Introduction to Commercial Outdoor Recreation under the heading *Self and Society*.

*Kyle Vuorinen moved and Lara Duke seconded:*

**20/57** REC 111 – Introduction to Commercial Outdoor Recreation be recommended to Senate for approval for designation as a Cap Core course under the heading *Self and Society*. **CARRIED**



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#### 7. TREC

TOUR 116 – Financial Planning in Tourism I

*Presented by: Jane Raycraft*

SCC was requested to approve Cap Core designation to TOUR 116 – Financial Planning in Tourism I under the heading *Numeracy*.

*Jennifer Nesselroad moved and Alisha Samnani seconded:*

**20/58** TOUR 116 – Financial Planning in Tourism I be recommended to Senate for approval for designation as a Cap Core course under the heading *Numeracy*.

**CARRIED**

TOUR 133 – Tourism Career Management

TOUR 140 – Tourism Co-op Work Experience

*Presented by: Christine Dodds*

SCC was requested to approve the following pre-requisite revisions:

- TOUR 133 – Tourism Career Management – a reduction of course credits from 12 to 9 credits of 100-level or higher coursework including TOUR 111, REC 110 or REC 111;
- TOUR 140 – Tourism Co-op Work Experience – a reduction of course credits from 24 to 18 credits of 100-level or higher coursework including TOUR 133.

During the discussion, the presenter was asked to revise the TOUR 133 evaluation profile with respect to “Application supporting documents” from “20 – 70%” to “20 – 65%,” so that the evaluation profile does not exceed 100%.

*Lara Duke moved and Stephen Williams seconded:*

**20/59** The prerequisite revisions to TOUR 133 – Tourism Career Management and TOUR 140 – Tourism Co-op Work Experience be recommended to Senate for approval.

**CARRIED**



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TOUR 200 – Revenue Management for Tourism

TOUR 201 – Tourism and Technology

*Presented by: Claudia D’Almeida*

In order to align with the structure and wording used by the School of Tourism and to accurately reflect the pre-required knowledge of students who wish to enroll in the TOUR courses, SCC was requested to approve the following prerequisite revisions:

- TOUR 200 – Revenue Management for Tourism – from “TOUR 112, plus one of TOUR 111 or TOUR 160 or REC 111” to “18 credits of 100-level or higher course work, including TOUR 112”;
- TOUR 201 – Tourism and Technology – from “TOUR 111 or TOUR 160 or REC 111” to “15 credits of 100-level or higher coursework.”

*Caroline Soo moved and Lara Duke seconded:*

**20/60** The prerequisite revisions to TOUR 200 – Revenue Management for Tourism and TOUR 201 – Tourism and Technology be recommended to Senate for approval.

**CARRIED**

TOUR 220 – Special Events – Tourism Generators

*Presented by: Kara Walker*

The prerequisites for TOUR 220 – Special Events – Tourism Generators are being revised by removing TOUR 111 or REC 111 as a prerequisite in order to eliminate the need to update the course outline if course numbers change or if new introduction type courses are made available. Reducing the number of credits will create increased accessibility to the course while ensuring that students have completed an adequate number of credits to be successful in the course.

SCC was requested to approve the following prerequisite revision:

- TOUR 220 – Special Events – Tourism Generators – from “18 credits of 100-level or higher coursework including TOUR 111 or REC 111” to “15 credits of 100-level or higher coursework.”



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*Caroline Soo moved and Alisha Samnani seconded:*

**20/61** The prerequisite revisions to TOUR 220 – Special Events – Tourism Generators be recommended to Senate for approval.

**CARRIED**

#### 8. INFORMATION ITEMS

- (a) Revised program learning outcomes – Bachelor of Business Administration, Business Administration Diploma & Accounting Assistant Diploma
- (b) Tourism & Outdoor Recreation courses – Spring 2021 items that have also submitted with Fall 2021 course revisions, included above
  - REC 111 – Introduction to Commercial Outdoor Recreation: required texts, calendar description, course content, learning outcomes, evaluation profile
  - TOUR 133 – Tourism Career Management: course content, learning outcomes, evaluation profile
  - TOUR 140 – Tourism Co-op Work Experience: course content, learning outcomes
  - TOUR 200 – Revenue Management for Tourism: calendar description, learning outcomes, evaluation profile
  - TOUR 201 – Tourism and Technology: calendar description, learning outcomes, evaluation profile
  - TOUR 220 – Special Events – Tourism Generators: calendar description, course content, learning outcomes, evaluation profile
- (c) BPAC 401 revisions to: calendar description, course content, learning outcomes, evaluation profile
- (d) Continuing Studies Report

#### 9. BUSINESS ITEMS

- (a) No business items were presented.

The meeting was adjourned at 1:00 pm.

**Next Meeting: Friday, January 15, 2021**

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