



## SENATE CURRICULUM COMMITTEE MEETING

Friday, November 18, 2016 12:00 pm

Capilano University – Room LB321

### MINUTES

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**PRESENT:** Deb Jamison (Chair), Deanna Baxter, Karmen Blackwood, Kim Bothen, Chris Bottrill, Annabella Cant, Julia Denholm, Caroline Depatie, Marnie Findlater, Rick Gale, Michelle Gunness, Karin Hall, Darcie Hillebrand, Elie Lubendo, Nanci Lucas, Aurelea Mahood, Karen McCredie, Pascal Milelli, Derek Murray, Caroline Soo, Halia Valladares, Recording Secretary: Mary Jukich

**REGRETS:** Ashley Kenney, Seanna McPherson, Jeff Ross, Carmina Tioseco

**GUESTS:** Bettina Boyle, Graham Cook, Chris Morgan, Stephanie Wells

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**1. Acknowledgement**

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

**2. Welcome**

Elie Lubendo was introduced as a new student representative on the committee.

**3. Approval of the Agenda**

Moved by Halia Valladares and seconded by Julia Denholm  
To approve the agenda.

**CARRIED**

**4. Approval of the Minutes**

Moved by Pascal Milelli and seconded by Karmen Blackwood  
To approve the October 21, 2016 minutes.

**CARRIED**

**5. SOCIOLOGY**

SOC 320 – Technology, Work and Society  
*Presented by: Graham Cook*

SOC 320 – Technology, Work and Society is a new third year course which will be offered as part of the LSBA theme “Revolution.”

*Moved by Julia Denholm and seconded by Marnie Findlater*



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- 16/74** The new course, SOC 320 – Technology, Work and Society be recommended to Senate for approval. **CARRIED**

#### CONTINUING STUDIES & EXECUTIVE EDUCATION

CERT 301 – LSAT Test Preparation Course

*Presented by: Bettina Boyle*

CERT 301 – LSAT Test Preparation Course is a new Continuing Studies & Executive Education course designed for students considering law school.

*Moved by Nanci Lucas and seconded by Karmen Blackwood*

- 16/75** The new Continuing Studies & Executive Education course, CERT 301 – LSAT Test Preparation Course be recommended to Senate for approval. **CARRIED**

An issue was presented with regard to past practice of presenting Continuing Studies & Executive Education courses and programs for approval at SCC. During discussion, it was noted that in accordance with the *University Act*, approval of non-credit courses and programs is the responsibility of the Board, and such courses are required to be presented at SCC and Senate only for information.

*Karen McCredie moved and Julia Denholm seconded*

- 16/76** SCC recommend that Senate no longer require Continuing Studies & Executive Education to submit non-credit courses and programs through the SCC and Senate approval process, but still require full consultation as per current practice and submit a report on a monthly basis, as required, for information to both SCC and Senate. **CARRIED**

#### 6. ENGINEERING

Engineering Transition Diploma – Continuation Requirement, Graduation Requirement, Program Profile, Admission Requirements

First Year Engineering – Admission Requirements

*Presented by: Chris Morgan*



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SCC was requested to approve revisions to the Engineering Transition Diploma program profile, including continuation, graduation and admission requirements, and revisions to the First Year Engineering Program admission requirements.

On discussion, numerous concerns were expressed with the wording for the proposed changes and, as consensus was not reached, it was suggested that the Engineering Department work with the Registrar's Office to develop more concise language.

*Rick Gale moved and Caroline Depatie seconded*

**16/77** New language be developed for the proposed revisions to the Engineering Transition Diploma Program and the First Year Engineering Program, and the documents be brought back to SCC for further review.

**CARRIED**

#### 7. TREC

Tourism Marketing Citation – Admission Requirement

Tourism Management Co-operative Education Diploma – Admission Requirement

Bachelor of Tourism Management – Admission Requirement

*Presented by: Stephanie Wells*

SCC was requested to approve revisions to the admission requirements for the Tourism Marketing Citation, Tourism Management Co-operative Education Diploma and the Bachelor of Tourism Management. In order to streamline processes and remove barriers for student entry, the interview requirement and letter of intent is being removed from the Citation, and the letter of intent is being removed from both the Tourism Management Co-operative Education Diploma and the Bachelor of Tourism Management. Preferences for English 12 and various Math courses are also being removed from Citation Admission Requirements.

During the discussion, a request was presented to include MATH 097 with a C grade as one of the math options for admission to the Tourism Management Co-operative Education Diploma (it is already a math option for the Bachelor of Tourism Management program), and it was so approved.



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*Chris Bottrill moved and Caroline Depatie seconded*

**CARRIED**

**16/78** The revisions to the admission requirements for the Tourism Marketing Citation, Tourism Management Co-operative Education Diploma and the Bachelor of Tourism Management be recommended to Senate for approval.

#### 8. BUSINESS ITEMS

##### (a) Calendar Reminder

The Chair reminded the Committee members that, effective for the 2017/2018 University Calendar, only items approved by the April Senate will be published in the annual calendar.

#### 9. INFORMATION ITEMS

(a) None

#### 10. 2016 Orientation

This item was deferred to the December meeting.

There being no further business, the meeting adjourned at 2:00 pm.

**Next Meeting: Friday, December 16<sup>th</sup>, 2016 12:00 – 2:00 pm**

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