



SENATE CURRICULUM COMMITTEE MEETING

Friday, March 15, 2013 1:00 pm LB321

MINUTES

- PRESENT:** Robert Campbell (Chair), Carol Aitken, Susan Bell, Anna Lee Boulton, Kim Bothen, Annabella Cant, Karin Hall, Debbie Jamison, Vineet Johnson, Lynn Jest, Karen McCredie, Jennifer Moore, Heather Plume, Cheryl Schreader, Jenna Theny, Michael Thoma, Tammy Towill, Recording Secretary: Mary Jukich
- REGRETS:** Deanna Baxter, Graham Fane, Bill Gibson, Meike Wernicke-Heinrichs, Maggie Reagh, Ghazal Tohidi
- GUESTS:** Richard Brand, Brent Calvert, Leighan Crowe, Erin Crisfield, Denis Dubord, Greg Gjerdalen, Stan Greenspoon, Adam Hill, Kathleen Kummen, Aurelea Mahood, Sheila Ross, Sandra Seekins, Sharka Stuyt, Janet Waters, Stephen Williams

The Chair called the meeting to order at 1:00 p.m.

1. APPROVAL OF AGENDA

Item #7 Psychology was moved to item #5.
 Item #15 ABE Chemistry/Physics was moved to item #6.
 Item #12 ABE Biology was moved to item #7

*On the motion of Jennifer Moore and seconded by Susan Bell:
 the amended Agenda was approved.*

CARRIED

2. MINUTES

*On the motion of Michael Thoma and seconded by Vineet Johnson
 The Minutes of the meeting of February 15, 2013 were approved.*

CARRIED

3. BUSINESS ARISING

Karmen Blackwood, the new Director of Continuing Education was introduced.

Stan Greenspoon and Sheila Ross attended the meeting on behalf of Deanna

Baxter and Meike Wernicke-Heinrichs, respectively.

Robert announced that Senate had approved the following names of the new and reappointed members who will be serving a two-year term on SCC beginning August 2013:

Humanities	Meike Wernicke-Heinrichs
Social Sciences	Cheryl Schreader
Pure and Applied Sciences	Deanna Baxter
Motion Picture Arts	Michael Thoma
Business, International Programs, Projects and Partnerships	Heather Plume
Health and Education	Annabella Cant
Global Stewardship, Public Administration & Human Kinetics	Vineet Johnson
Student	Ghazal Tohidi

Jenna Theyn was inadvertently missed at the Senate approval and this will be brought to the April Senate meeting.

Work continues on recruiting a representative from Student Services.

4. APPLIED BUSINESS

Medical Administrative Management Diploma

Legal Administrative Management Diploma

Presented by: Leighan Crowe

The Medical Administrative Management Diploma is a new two-year program that will create a pathway for students to continue studies at the University and complete a diploma, as well as provide students with skills for higher administrative positions.

Heather Plume moved and Vineet Johnson seconded that:

13/28 Final approval of the Medical Administrative Management Diploma be recommended for approval to the Senate.

CARRIED

The Legal Administrative Management Diploma is a new two-year program that will create a pathway for students to continue studies at the University and complete a diploma, as well as provide students increased potential for career progression in law firms.

Lynn Jest moved and Vineet Johnson seconded that:

13/29 Final approval of the Legal Administrative Management Diploma be recommended for approval to the Senate.

CARRIED

5. HISTORY

HIST 248 – Nineteenth Century Europe

HIST 249 – Twentieth Century Europe

HIST 330 – Renaissance Humanism: Self, Society and God

Presented by: Denis Dubord / Adam Hill

HIST 248 Nineteenth Century Europe and HIST 249 Twentieth Century Europe are two new courses developed as a result of splitting HIST 103. The two new courses will provide students with more in-depth study of the 19th and 20th century.

HIST 330 Renaissance Humanism: Self, Society and God was developed to add to current upper-level complement of offerings in the History Department and will provide students with more in-depth study of the development of Renaissance humanism.

Anna Lee Boulton moved and Vineet Johnson seconded that:

13/30 The three new courses, HIST 248 Nineteenth Century Europe, HIST 249 Twentieth Century Europe and HIST 330 Renaissance Humanism: Self, Society and God, be recommended for approval to the Senate.

CARRIED

6. GEOGRAPHY

GEOG 212 – Geomorphology: Landforms and the Processes that Shape Them
Presented by: Cheryl Schreader

SCC was requested to approve the addition of Geology 110 to the list of alternative pre-requisites for GEOG 212.

Anna Lee Boulton moved and Karin Hall seconded that:

13/31 The pre-requisite revision to GEOG 212 Geomorphology: Landforms and the Processes that Shape Them be recommended for approval to the Senate.

CARRIED

7 PSYCHOLOGY

PSYC 422 – Approaches to Treatment and Psychotherapy
Presented by: Janet Waters

Previously, PSYC 440 was a shell course used to rotate courses of different topic areas in psychology. Problems arose when students wanted to enroll in a course to pursue a specific topic but were unable to do so as they had already received course credit for PSYC 440. As a result, SCC was requested to approve the new course, PSYC 422 Approaches to Treatment and Psychotherapy as a new standalone course.

Vineet Johnson moved and Cheryl Schreader seconded that:

13/32 The new course, PSYC 422 Approaches to Treatment and Psychotherapy, be recommended for approval to the Senate.

CARRIED

8. ART HISTORY

AHIS 325 – Approaches to Art
AHIS 330 – Art and Trauma
Presented by: Sandra Seekins

The two new courses, AHIS 325 Approaches to Art and AHIS 330 Art and Trauma were presented for approval. AHIS 330 developed to support the

LSBA Degree. As most academic disciplines have a “methods’ course, the new AHIS 325 Approaches to Art course will fill a gap in offerings, and the AHIS 325 Approaches to Art will complement existing upper-level courses in the Arts and Sciences.

During the review of the new courses, it was suggested that further course consultation be undertaken, specifically with Fine and Applied Arts.

Vineet Johnson moved and Sheila Ross seconded that:

- 13/33** The new courses, AHIS 325 Approaches to Art and AHIS 330 Art and Trauma, subject to consultation with Fine and Applied Arts, be recommended for approval to the Senate.

CARRIED

9. ECCE

EDUC 256 – Working with Young Children in Inclusive Group Settings
 EDUC 348 – Program Planning, Physical Care & Safety for Infants & Toddlers
 EDUC 350 – Advanced Child Development
 EDUC 352 – Centre Operations
 EDUC 354 – Program Planning for Special Needs
 EDUC 371 – Family, School and Community
 EDUC 373 – Inquiry-Based Learning in ECCE
 EDUC 375 – Early Childhood: Children, Culture and Globalization
 EDUC 376 – Global Perspectives on Literature and Literacy
 EDUC 379 – Role of the Pedagogista in ECCE
 EDUC 470 – Issues and Perspectives on Young Children, Families & ECCE
 EDUC 471 – Leadership, Advocacy and Policy in ECCE
 EDUC 472 – Contemporary Issues in ECCE
 EDUC 473 – Teacher as Researcher
 EDUC 474 – Social Justice and Ethics in ECCE
 EDUC 276 – Applied Theory – Practicum II
 EDUC 475 – Graduating Seminar
 Early Childhood Care and Education Certificate Admission Requirements
 Early Childhood Care and Education Diploma Admission Requirements
 Early Childhood Care and Education Degree Admission Requirements
Presented by: Kathleen Kummen

To ensure accessibility of ECCE courses to students outside of the ECCE program, SCC was requested to approve a series of revisions to the current ECCE Diploma and Degree course pre-requisites and co-requisites.

During the review and discussion, the Department was requested to remove all references to Baccalaureate Concentrations as these have not yet been developed in the program.

Anna Lee Boulton moved and Debbie Jamison seconded that:

- 13/34** The revisions to EDUC 256 Working with Young Children in Inclusive Group Settings, EDUC 348 Program Planning, Physical Care & Safety for Infants & Toddlers, EDUC 350 Advanced Child Development, EDUC 352 Centre Operations, EDUC 354 Program Planning for Special Needs, EDUC 371 Family, School and Community, EDUC 373 Inquiry-Based Learning in ECCE, EDUC 375 Early Childhood: Children,

CARRIED

Culture and Globalization, EDUC 376 Global Perspectives on Literature and Literacy, EDUC 379 Role of the Pedagogista in ECCE, EDUC 470 Issues and Perspectives on Young Children, Families & ECCE, EDUC 471 Leadership, Advocacy and Policy in ECCE, EDUC 472 Contemporary Issues in ECCE, EDUC 473 Teacher as Researcher, EDUC 474 Social Justice and Ethics in ECCE, EDUC 276 Applied Theory – Practicum II and EDUC 475 Graduating Seminar, be recommended for approval to the Senate.

SCC was requested to approve revisions to the Early Childhood Care and Education Certificate, Diploma and Degree. In order to respond to the processing of ECCE admissions through the Registrar's Office, all supplemental documentation or "Other Requirements" under admission requirements will no longer be required as a condition of admission but rather as a requirement prior to course practicum placement and will be requested as part of "Course Notes" in semester scheduling. As well, the current requirement of 40 hours of work experience as an employee or volunteer in a licensed early childhood setting in BC will be removed. The revisions to the admission requirements will better align the "Specific Admission Requirements" between the diploma and degree programs in an attempt to raise the academic standard of students coming into both programs.

Jennifer Moore moved and Vineet Johnson seconded that:

13/35 The admission requirement revisions to the Early Childhood Care and Education Certificate, Early Childhood Care and Education Diploma and Early Childhood Care and Education Degree be recommended for approval to the Senate.

CARRIED

10. SCHOOL OF BUSINESS

NABU 318 – Project Management

NABU 330 – Cross Border Issues in Strategic Human Resource Management

NABU 480 – North American Business Practicum

NABU 490 – Canadian Business Internship

NABU 504 – Strategic Management Value Chain and Social Sustainability

North American Business Management Post Baccalaureate Diploma Program Profile and Admission Requirements

North American and International Management Graduate Diploma Program Profile and Admission Requirements

North American Business Management Internship Post Baccalaureate Diploma
Presented by: Sharka Stuyt

Feedback from both current and prospective students in the first intake of the North American Business Management Post Baccalaureate Diploma indicated that students wished to take courses in an area of specialization such as marketing, human resources and international strategy and entrepreneurship.

Based on the feedback, SCC was requested to approve a number of changes to the existing program, including removal of courses, revision of one course, and the addition of new courses, as well as revisions to the admission requirements.

Debbie Jamison moved and Lynn Jest seconded that:

- 13/36** The revision to NABU 330 Cross Border Issues in Strategic Human Resource Management, and the three new courses, NABU 318 Project Management, NABU 480 North American Business Practicum and NABU 490 Canadian Business Internship be recommended for approval to the Senate. **CARRIED**

NABU 504 Strategic Management Value Chain and Social Sustainability was presented as an information item only.

Jenna They moved and Michael Thoma seconded that:

- 13/37** The revisions to the North American Business Management Post Baccalaureate Diploma Program Profile and Admission Requirements, and the North American and International Management Graduate Diploma Program Profile and Admission Requirements be recommended for approval to the Senate. **CARRIED**

The North American Business Management Internship Post Baccalaureate Diploma is a new program that was developed based on feedback from multiple stakeholders. The new program will offer students an additional full term internship opportunity at the end of the existing NABU program. The new program will better meet the needs of students and position Capilano against recently launched competitive programs.

Heather Plume moved and Vineet Johnson seconded that:

- 13/38** Final approval of the North American Business Management Internship Post Baccalaureate Diploma be recommended for approval to the Senate. **CARRIED**

11. PADM

PADM 306 – Project Management Skills for Local Government Professionals

PADM 307 – Ethics and the Responsible Local Government Professional

Local Government Administration Certificate Program Profile

Local Government Administration Advanced Certificate Program Profile

Local Government Administration Diploma Program Profile

Presented by: Vineet Johnson

PADM 306 Project Management Skills for Local Government Professionals and PADM 307 Ethics and the Responsible Local Government Professional are two new courses developed in response to both sector demand and educational needs of the program. The courses will fill gaps in the current program for upper level courses that provide key management knowledge and skills.

Susan Bell moved and Michael Thomas seconded that:

- 13/39** The two new courses, PADM 306 Project Management Skills for Local Government Professionals and PADM 307 Ethics and the Responsible Local Government Professional, be recommended **CARRIED**

for approval to the Senate.

The Local Government Administration Certificate program profile and the Local Government Administration Advanced Certificate program profile are being revised as a result of the addition of the two new courses being included as electives.

The Local Government Administration Diploma program profile is being revised to indicate the new course, PADM 306, be included as an elective and the new course PADM 307 as a required course.

Sheila Ross moved and Kim Bothen seconded that:

13/40 The revisions to the Local Government Administration Certificate Program Profile, Local Government Administration Advanced Certificate Program Profile and Local Government Administration Diploma Program Profile, be recommended for approval to the Senate.

CARRIED

12. ABE

BBIO 036 – ABE Intermediate Biology

BBIO 043 – ABE Advanced Biology I

BBIO 044 – ABE Advanced Biology II

BBIO 053 – ABE Provincial Biology I

BBIO 054 – ABE Provincial Biology II

Presented by: Richard Brand

BBIO 036 ABE Intermediate Biology is being revised to indicate a new prefix and number change. This will make the course consistent with the naming applied to Advanced and Provincial level biology courses BBIO 043 and BBIO 053 and make the progression of study through the levels clearer for students.

As a result of the renumbering of BBIO 036, the pre-requisites for the follow-up courses will be affected. SCC was requested to approve revisions to the pre-requisites of BBIO 043 ABE Advanced Biology I and BBIO 053 ABE Provincial Biology I. The pre-requisites are being revised to indicate the renumbered course BBIO 036, and that the ABE Department will be offering a Science Placement Test to students who have experience that may be equivalent to the BBIO 036 course.

BBIO 044 and BBIO 054 are follow-up courses to BBIO 043 and BBIO 053 and can only be taken in sequence as follow up to the other courses (BBIO 044 follows BBIO 043, and BBIO 054 follows BBIO 053). As such, the pre-requisites are required to be reflected in the course outline and University calendar.

Jennifer Moore moved and Cheryl Schreder seconded that:

13/41 The prefix and number change to BBIO 036 ABE Intermediate Biology, and the pre-requisite changes to BBIO 043 ABE Advanced Biology I, BBIO 044 ABE Advanced Biology II, BBIO 053 ABE Provincial Biology I and BBIO 054 ABE Provincial Biology II be recommended for approval to the Senate.

CARRIED

13. INTERACTIVE DESIGN

INTE 109 – Information Architecture and Interaction Design
 INTE 205 – Visual Design III
 INTE 215 – Content Management Systems
 INTE 216 – Portfolio Design and Presentation
 INTE 124 – Interactive Media I
 INTE 125 – Interactive Media II
 INTE 126 – Front End Web Development
 INTE 127 – Programming with JavaScript
 Interactive Design Diploma Program Profile
 Web Site Development and Design Certificate Program Profile
 Interactive Design Advanced Certificate Program Profile
Presented by: Brent Calvert

INTE 109 Information Architecture and Interaction Design, INTE 205 Visual Design III, INTE 215 Content Management Systems and INTE 216 Portfolio Design and Presentation were presented as information items only (course title changes).

SCC was requested to approve the addition of four new courses to the program, INTE 124 Interactive Media I, INTE 125 Interactive Media II, INTE 126 Front End Web Development and INTE 127 Programming with JavaScript. These courses will balance the curriculum due to evolving industry needs.

Vineet Johnson moved and Jennifer Moore seconded that:

13/42 The new courses, INTE 124 Interactive Media I, INTE 125 Interactive Media II, INTE 126 Front End Web Development and INTE 127 Programming with JavaScript, be recommended for approval to the Senate.

CARRIED

As a result of removing courses, and the addition of the new courses, SCC was requested to approve revisions to the Interactive Design Diploma program profile, Web Site Development and Design Certificate program profile and Interactive Design Advanced Certificate program profile. As well, English 100 was added to the third term of the Diploma and to the first term of the Advanced Diploma to meet the credential requirements as described in Senate policy S2009-03.

Lynn Jest moved and Vineet Johnson seconded that:

13/43 The revisions to the Interactive Design Diploma Program Profile, Web Site Development and Design Certificate Program Profile and Interactive Design Advanced Certificate Program Profile, be recommended for approval to the Senate.

CARRIED**14. SCHOOL OF BUSINESS**

Bachelor of Business Administration Degree Program Profile
 Business Administration Diploma Program Profile
 Business Administration – Accounting Advanced Diploma Program Profile
 Business Administration – International Business Studies Advanced Diploma Program Profile

Business Administration – Marketing Advanced Diploma
 Business Administration – Strategic Human Resources Management
 Advanced Diploma Program Profile
 Business Administration – General Management Advanced Diploma Program
 Profile

Presented by: Heather Plume

The program profiles are being revised to include non-discipline and breadth electives allowing students a wider choice of electives, as, currently, choices are restricted to university transfer and subject area courses.

Members reviewed the School of Business Approved Breadth Electives list, and as more work and consultation had been undertaken, a second list was presented to SCC. On review of the list, members questioned why certain courses may or may not be included, and instead of appending the list at the meeting, it was suggested that details and management of the list be sorted out by the Program and the Registrar's Office.

Jennifer Moore moved and Vineet Johnson seconded that:

13/44 The revisions to the Bachelor of Business Administration Degree Program Profile, Business Administration Diploma Program Profile, Business Administration – Accounting Advanced Diploma Program Profile, Business Administration – International Business Studies Advanced Diploma Program Profile, Business Administration – Marketing Advanced Diploma Business Administration – Strategic Human Resources Management Advanced Diploma Program Profile and Business Administration – General Management Advanced Diploma Program Profile be recommended for approval to the Senate.

CARRIED

15. ABE

BCHM 043 – ABE Advanced Chemistry I
 BPHY 043 – ABE Advanced Physics I
 BCHM 053 – ABE Provincial Chemistry I
 BPHY 053 – ABE Provincial Physics I

Presented by: Richard Brand

The pre-requisites for BCHM 043 and BPHY 043 are being revised as a result of ABE Intermediate Science being replaced by ABE Intermediate Chemistry and ABE intermediate Physics. Students can now prepare for Advanced Level Chemistry or Physics courses by taking a directly related pre-requisite. As BCHM 043 and BPHY 043 are self-paced courses, the ABE Department intends to offer a Science Reading Comprehension Test to assist students in placement at the appropriate level. The Adult Basic Education Mathematics Assessment is an existing pre-requisite.

Sheila Ross moved and Anna Lee Boulton seconded that:

13/45 The pre-requisites revisions to BCHM 043 ABE Advanced Chemistry I and BPHY 043 ABE Advanced Physics I be recommended for approval to the Senate.

CARRIED

The pre-requisites for BCHM 053 and BPHY 053 are being revised as a result of the ABE Department intending to offer a Science Reading Comprehension Test to assist students in placement at the appropriate level. The Adult Basic Education Mathematics Assessment is an existing pre-requisite.

Debbie Jamison moved and Lynn Jest seconded that:

- 13/46** The pre-requisites revisions to BCHM 053 ABE Provincial Chemistry I and BPHY 053 ABE Provincial Physics I be recommended for approval to the Senate.

CARRIED

16. OUTDOOR RECREATION MANAGEMENT

Outdoor Recreation Management Diploma Admission Requirements

Presented by: Greg Gjerdalen

In order to streamline the process for potential students and remove barriers to applying into the program, approval was requested to revise the admission requirements of the Outdoor Recreation Management Diploma to remove the requirements of attendance at an information meeting, and the requirement of a doctor's certificate of health. Also, the admission requirements will include the requirement of the completion of a medical self-declaration form.

As well, the Admission Notes will state that "students should be aware that this is a physically challenging program and students should be able to meet the challenges of the program".

Anna Lee Boulton moved and Debbie Jamison seconded that:

- 13/47** The revisions to the Outdoor Recreation Management Diploma admission requirements be recommended for approval to the Senate.

CARRIED

17. LIBERAL STUDIES

LSBA 330 – Methods of Inquiry

LSBA 490 – Graduating Project

LSBA 495 – Extended Graduating Project – Part I

Bachelor of Arts in Liberal Studies Program Profile

Presented by: Aurelea Mahood

The course prefix and course title of SOSC 330 Social Research Methods and Statistics was changed to LSBA 330 Methods of Inquiry as the course was developed specifically for the Liberal Studies BA, and the new prefix and course name better reflect the course's status as a required course for all Liberal Studies students. SCC was also requested to add LSBA 330 to the Quantitative/Analytical course list.

As a result of housekeeping, SCC was requested to approve revisions to the pre-requisites of LSBA 490 Graduating Project and LSBA 495 Extended Graduating Project – Part I.

Stan Greenspoon moved and Debbie Jamison seconded that:

- 13/48** The revisions to LSBA 330 Methods of Inquiry, LSBA 490 Graduating Project and LSBA 495 Extended Graduating Project – Part I, be recommended for approval to the Senate.

CARRIED

The Bachelor of Arts in Liberal Studies program profile was presented for review. The following changes were presented for approval:

1. EAP 100 – English for Academic Purposes 4A and EAP 101 English for Academic Purposes 4B be added to the list of courses with which students can meet the Language Requirement.

During the discussion, clarification was requested that the 3 credits for EAP courses that are accepted as part of the LSBA degree profile can only be applied towards the Language Requirement.

2. Liberal Studies students will be required to take LSBA 330 Methods of Inquiry to fulfill the requirement of an upper level research methods course.
3. For upper level electives, 6.00 credits of upper level science courses will be recommended and that no more than 12.00 credits outside of the Faculty of Arts and Sciences.
4. For lower or upper level electives, no more than 9.00 credits outside of the Faculty of Arts and Sciences.
5. All newly admitted Liberal Studies students will be required to take LSBA 330 Methods of Inquiry and that students who choose to complete the LSBA Extended Graduating Project will only need to complete 21.00 upper level electives or 9.00 lower or upper level electives.

Kim Bothen moved and Michael Thoma seconded that:

- 13/49** The revisions to the Bachelor of Arts in Liberal Studies Program Profile be recommended for approval to the Senate.

CARRIED

18. CONTINUING EDUCATION

AMSG 128 – Guided Imagery and Music

Presented by: Erin Crisfield

AMSG 128 Guided Imagery and Music was presented for approval. Members were informed that the proposed new Continuing Education course parallels a standalone course currently offered for the Bachelor of Music Therapy and discussion arose on the impact to both students and the institution if the proposed Continuing Education course was approved.

Concern was expressed on whether the University would be setting a precedent in offering the same course in both a credit and non-credit format and potential implications to students' educational pathways.

Vineet Johnson moved and Anna Lee Boulton seconded that:

13/50 The new Continuing Education course, AM5G 128 Guided Imagery and Music, be recommended for approval to the Senate.

CARRIED
1 opposed
1 abstention

DISCUSSION ITEMS

None

INFORMATION ITEMS

Information Item # 1 - Capilano University English Language Requirement Revision

Information Item # 1 - Correction of error from 175 hours to 170 hours for RADP 190, 290, 291

Information Item #2 – Economics (Bachelor of Arts) Flexible Pre-Major Agreement

Information Item #3 – Studio Art Course Title Changes, SART 190, 191, 290, 291

Information Item #4 – Course Name Changes for MT 450 and MT 451

Information Item #5 – Course Title Changes to SEA 102, 104, 105, 106, 109 and
 Program Title Change Special Education Assistant to Education Assistant

With regard to Information Item #5, concern was expressed that the University calendar will have indicated the previous program name and may put students at a disadvantage. It was noted that when requests are received from external provincial articulation groups, students are notified of the change and consideration is given to the impact to students and decisions are made in keeping with the best interests of students.

There being no further business, the meeting concluded at 3:30 p.m.

Next Meeting: April 19, 2013