



## SENATE CURRICULUM COMMITTEE MEETING

Friday, January 20, 2023 12:00 pm.

VIA MICROSOFT TEAMS

### MINUTES

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**PRESENT:** Deb Jamison (Chair), Mona Baichoo, Graham Cook, Shahnaz Darayan, Lara Duke, David Geary, Jennifer Goerzen, Jason Tam, Urmila Jangra, Jennifer Nesselroad, Cass Picken, Alisha Samnani, Ramin Shadmehr, Caroline Soo, Laureen Styles, Robert Thomson, Adam Vincent, Kyle Vuorinen, Dominique Walker, Lydia Watson, Sarah Yercich, Recorder Mary Jukich

**REGRETS:** Maggie Reagh, Rachel Yu, Karandeep Sanghera

**GUESTS:** Jeff Anthony, Sean Ashley, Leah Bailly, Deanna Baxter, Greg Coyes, Miriam Elfert, Denise Gingrich, Ted Hamilton, Alaa Al-Musalli, Cheryl Schreader, Christine Sjolander, Kymberley Stewart, Michael Thoma, Diana Twiss

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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 pm.

In the absence of Maggie Reagh, Diana Twiss attended the meeting as the representative for Access and Academic Preparation.

As this was the last meeting for Graham Cook, Acting Dean, Faculty of Arts and Sciences, Graham was acknowledged for his work and contributions on the committee.

#### **2. Approval of the Agenda**

Under Business Items, item #16(c) Updated Submissions Schedule/Deadline was added to the agenda.

*Mohna Baichoo moved and Kyle Vuorinen seconded:*

To adopt the amended agenda.

**CARRIED**

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

*Cass Picken moved and Caroline Soo seconded:*

To adopt the December 9, 2022 minutes.

**CARRIED**



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#### 4. Residency Requirement for the Bachelor of Arts Degree (annual reporting)

*Presented by: Miriam Elfert*

As background, the Bachelor of Arts in Applied Behaviour Analysis (BA-ABA) is a 120-credit degree with multiple entry points. One of the most common pathways is to enter into Year 3 and complete the final two years of the bachelor's degree at Capilano. Thus, a significant portion of students who apply and are accepted are transfer credit students who have completed coursework at other post-secondary institutions. As a result of the recent change in residency requirements from 25% to 50% for degree programs, the distance students who cannot attend classes on campus to meet the requirement of 9 credits of upper-level courses are no longer able to meet the residency requirements at Capilano and are therefore not eligible to graduate from the BA-ABA program.

As such, at the January 24, 2020 SCC meeting, the SCC members approved decreasing the residency requirement from 50% to 25% for the BA-ABA as an interim solution, with the longer term and broader goal of developing more upper-level online courses that could be taken by BA-ABA students (as well as other students) to meet the elective requirements. This approval was extended for another year at the January 15, 2021 meeting and then for another year at the February 18, 2022 meeting.

The presenter requested that SCC approve a further extension of the residency requirement.

*Sarah Yercich moved and Alisha Samnani seconded:*

**23/01** It be recommended to Senate for approval that the residency requirement for the Bachelor of Arts Degree – Applied Behaviour Analysis (Autism) continue to be reduced from 50% to 25% for distance students on a further interim basis, to be reviewed again in one year.

**CARRIED**

#### 5. COSTUMING FOR STAGE AND SCREEN

THTR 152 – Costume Production I

THTR 153 – Costume Production II

THTR 266 – Costume Production III

THTR 267 – Costume Production IV



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*Presented by: Denise Gingrich*

In order to better reflect current practice and to allow the department to adapt teaching and evaluation to fully support the students as they progress through the program, SCC was requested to revise the grading profile from letter grade to credit/no credit for the following courses:

- THTR 152 – Costume Production I
- THTR 153 – Costume Production II
- THTR 266 – Costume Production III
- THTR 267 – Costume Production IV

*Adam Vincent moved and Jennifer Nesselroad seconded:*

**23/02** The grading profile revisions to THTR 152 – Costume Production I, THTR 153 – Costume Production II, THTR 266 – Costume Production III, and THTR 267 – Costume Production IV be recommended to Senate for approval.

**CARRIED**

#### 6. SCHOOL OF COMMUNICATIONS

CMNS 412 – Special Topics in Communication Studies

CMNS 413 – Special Topics in Communication Studies 2

*Presented by: Ted Hamilton*

The prerequisites for CMNS 412 – Special Topics in Communication Studies are being revised to “45 credits of 100-level or higher coursework, including 6 credits of 300 level or higher CMNS.”

CMNS 413 – Special Topics in Communication Studies 2 is a new 400-level special topics course created to expand potential for incubating new curriculum in response to student demand, industry or disciplinary changes or other factors that might necessitate a flexible option in the School’s course offerings.

*Alisha Samna moved and Lydia Watson seconded:*

**23/03** The prerequisite revisions to CMNS 412 – Special Topics in Communication Studies and the new course, CMNS 413 – Special Topics in Communication Studies 2, be recommended to Senate for approval.

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CMNS 415 – Disinformation and Media

*Presented by: Alaa Al-Musalli*

CMNS 415 – Disinformation and Media is a new course that has run successfully as CMNS 412 Special Topics in Fall 2021 and Fall 2022. This course fits well with the School of Communication's Academic Plan and will expand the department's deliverables and attract students from other programs. SCC was also requested to approve Cap Core designation under the headings *Self and Society* and *Science and Technology*.

*Alisha Samnani moved and Dominique Walker seconded:*

**23/04** The new course, CMNS 415 – Disinformation and Media, as well as Cap Core designation under the headings *Self and Society* and *Science and Technology*, be recommended to Senate for approval.

**CARRIED**

CMNS 354 – Advanced Communications Skills for Tourism Management

*Presented by: Lydia Watson*

As CMNS 174 has been suspended, SCC was requested to approve revisions to the prerequisites for CMNS 354 – Advanced Communications Skills for Tourism Management from “60 credits towards Bachelor of Tourism Management Degree including ENGL 100 or higher, plus either CMNS 154 or CMNS 174 or equivalent” to “60 credits of 100-level or higher coursework including ENGL 100 and CMNS 154.”

*Dominique Walker moved and Jason Tam seconded:*

**23/05** The prerequisite revisions to CMNS 354 – Advanced Communications Skills for Tourism Management be recommended to Senate for approval.

CMNS 358 – Media Culture in the Lives of Children and Adolescents

*Presented by: Kimberly Stewart*

CMNS 358 – Media Culture in the Lives of Children and Adolescents is a new course that was previously successfully offered as a Special Topics course. The

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course brings in theory that students were taught in lower level classes and allows students to examine the relationship of children and adolescence with media. SCC was also requested to approve Cap Core designation under the heading *Self and Society*.

*Lydia Watson moved and Alisha Samnani seconded:*

**23/06** The new course, CMNS 358 – Media Culture in the Lives of Children and Adolescents, as well as Cap Core designation under the heading *Self and Society*, be recommended to Senate for approval.

**CARRIED**

#### 7. SOCIOLOGY/CRIMINOLOGY

SOC 260 – Social Movements

SOC 341 – Violence and Nonviolence

*Presented by: Sean Ashley*

SOC 260 – Social Movements and SOC 341 – Violence and Nonviolence are two new courses created to support both the new Sociology Minor and the Criminology and Social Justice Major (in development). It will also be included in one of the planned certificates pertaining to anti-violence. SCC was also requested to approve Cap Core designation under the heading *Self and Society*.

*Lauren Styles moved and Graham Cook seconded:*

**23/07** The two new courses, SOC 260 – Social Movements and SOC 341 – Violence and Nonviolence, as well as Cap Core designation for both courses under the heading *Self and Society*, be recommended to Senate for approval.

**CARRIED**

#### 8. SCHOOL OF OUTDOOR RECREATION MANAGEMENT

WLP 124 – Winter Skills

WLP 126 – Backpacking

WLP 166 – Introduction to Alpine Travel

WLP 137 – Sea Kayaking I

WLP 138 – Sea Kayaking II

WLP 149 – Overnight Field Leader

WLP 164 – Winter Leadership

*Presented by: Jeff Anthony*



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SCC was requested to approve the following:

WLP 124 – Winter Skills:

- Change in contact hours to reflect the indicative hours that field instructors are involved with WLP 124 students.

WLP 126 – Backpacking:

- Addition of REC 148 and WLP 149 to the prerequisites/co requisites;
- Change in contact hours to reflect the indicative hours that field instructors are involved with WLP 126 students.

WLP 166 – Introduction to Alpine Travel:

- Change in contact hours to reflect the indicative hours that field instructors are involved with WLP 166 students;
- Listing WLP 126 as co-requisite so as to avoid requiring manual overrides by the department;
- Addition of REC 148 and WLP 149 as prerequisites and co-requisites.

WLP 137 – Sea Kayaking I:

- Addition of WLP 149 as a pre/co requisite;
- Change in contact hours to reflect the indicative hours that field instructors are involved with WLP 137 students.

WLP 138 – Sea Kayaking II:

- Change in contact hours to reflect the indicative hours that field instructors are involved with WLP 138 students.

WLP 149 – Overnight Field Leader:

- Change in contact hours to reflect the indicative hours that field instructors are involved with WLP 149 students.

WLP 164 – Winter Leadership

- Change in contact hours to reflect the indicative hours that field instructors are involved with WLP 164 students.



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*Jennifer Nesselroad moved and Caroline Soo seconded:*

**23/08** The revisions to the contact hours for:

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WLP 124 – Winter Skills  
 WLP 126 – Backpacking  
 WLP 166 – Introduction to Alpine Travel  
 WLP 137 – Sea Kayaking I  
 WLP 138 – Sea Kayaking II  
 WLP 149 – Overnight Field Leader  
 WLP 164 – Winter Leadership

as well as revisions to the pre- and co-requisites for :

WLP 126 – Backpacking  
 WLP 166 – Introduction to Alpine Travel  
 WLP 137 – Sea Kayaking I

be recommended to Senate for approval.

#### 9. SCHOOL OF BUSINESS

North American Business Management Post Baccalaureate Diploma Program Profile

North American Business Management Applied Post Baccalaureate Diploma Program Profile

*Presented by: Christine Sjolander*

The North American Business Management Post Baccalaureate Diploma program profile and North American Business Management Applied Post Baccalaureate Diploma program profile are being revised to update the program with new courses and to remove old courses, as well as other minor housekeeping revisions. The name of one concentration within the program has also been changed.

*Mohna Baichoo moved and Jason Tam seconded:*

**23/09** The revisions to the North American Business Management Post Baccalaureate Diploma program profile and the North American Business Management Applied Post Baccalaureate Diploma program profile be recommended to Senate for approval.

**CARRIED**



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#### 10. SCHOOL OF MOTION PICTURE ARTS

IDF 208 – Line Producing and Production Management

*Presented by: Greg Coyes*

SCC was requested to approve Cap Core designation under the heading *Numeracy*, as well as a Quantitative/Analytical designation, to IDF 208 – Line Producing and Production Management. IDF 208 is equivalent to MOPA 220, which is an approved *Numeracy* and Q/A course.

On discussion, it was suggested that on page 5 of the course outline, under evaluation in the assignments, a note be included indicating that no assignment will be worth more than 35% without dean approval.

*Cass Picken moved and Jennifer Nesselroad seconded:*

**23/10** The designation of IDF 208 – Line Producing and Production Management as a Cap Core course under the heading *Numeracy*, as well as Quantitative/Analytical designation, be recommended to Senate for approval.

**CARRIED**

#### 11. GEOGRAPHY

GEOG 210 – Natural Hazards

*Presented by: Cheryl Schreader*

SCC was requested to approve Cap Core designation under the heading *Science and Technology*, as well as Science designation, to GEOG 210 – Natural Hazards.

The curriculum for GEOG 210 is science-based – the foundation for understanding hazards is earth science and meteorological processes. The course currently meets the Science requirement for students in Associate degrees.

*Kyle Vuorinen moved and Lauren Styles seconded:*

**23/11** The designation of GEOG 210 – Natural Hazards as a Cap Core course under the heading *Science and Technology*, as well as Science designation, be recommended to Senate for approval.

**CARRIED**





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#### 12. MATHEMATICS AND STATISTICS

STAT 305 – Introduction to Big Data Analysis

*Presented by: Deanna Baxter*

The prerequisites for STAT 305 – Introduction to Big Data Analysis are being revised from “COMP 215 and one of STAT 101, STAT 205, LBST 201, BADM 210, PSYC 213, TOUR 350 or KINE 302” to “45 credits of 100 level or higher coursework, including COMP 115 and one of STAT 101, STAT 205, LBST 201, BADM 210, PSYC 213 or KINE 302.”

In addition, the presenter also noted a revision to the electronic devices statement to state as follows:

"Students are expected to use electronic devices during class for course-related purposes only. An instructor may ask for devices to be put away if they become a distraction to other students or interfere with classroom learning."

*Lara Duke moved and Urmila Jangra seconded:*

**23/12** The prerequisite revisions to STAT 305 – Introduction to Big Data Analysis be recommended to Senate for approval.

**CARRIED**

#### 13. ENGLISH

ENGL 297 – Introduction to Screenwriting in Fiction

ENGL 396 – Literary Publishing

*Presented by: Leah Bailly and Cass Picken*

ENGL 297 – Introduction to Screenwriting in Fiction and ENGL 396 – Literary Publishing are two new courses that address growth areas for creative writing and literary studies, and will complement the BA in Writing & Literature degree by providing more studio-style experiential learning experiences. These two new courses will satisfy a growing demand for these skills both by emerging writers and industry. In addition, SCC was requested to approve Cap Core designation under the heading of *Culture and Creative Expression* for ENGL 297, and Cap Core designation under the heading of *Culture and Creative Expression and Experiential* for ENGL 396.



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**23/13** The two new courses, ENGL 297 – Introduction to Screenwriting in Fiction and ENGL 396 – Literary Publishing, as well as Cap Core designation under the heading *Culture and Creative Expression* for ENGL 297, and Cap Core designation under the headings *Culture and Creative Expression* and *Experiential* for ENGL 396, be recommended to Senate for approval.

**CARRIED**

#### 14. BACHELOR OF ARTS

Bachelor of Arts with a Major in Writing & Literature; Critical and Creative Writing Concentration Program Profile

Bachelor of Arts with a Major in Writing & Literature; Literature and Culture Concentration Program Profile

Minor in Critical and Creative Writing Program Profile

Minor in Literature and Culture Program Profile

*Presented by: Leah Bailly*

In a peer review of the proposed BA in Writing and Literature, an external committee of professors from UNBC, UFV and SFU emphasized the need for decolonized learning in the program as a whole. After consultation with Indigenous scholars and the Indigenous Education Steering Committee, the BA in Writing & Literature working group concluded that a required course in Indigenous Literature would provide some much-needed foundation for students studying literature in our current context.

These revisions reflect the department's commitment to decolonized pedagogies and its focus on integrating Indigenous perspectives in the program as a whole.

*Graham Cook moved and Mohna Baichoo seconded:*

**23/14** The revisions to the following Program Profiles:

**CARRIED**

- Bachelor of Arts with a Major in Writing & Literature; Critical and Creative Writing Concentration
  - Bachelor of Arts with a Major in Writing & Literature; Literature and Culture Concentration
  - Minor in Critical and Creative Writing
  - Minor in Literature and Culture
- be recommended to Senate for approval.



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#### 15. INFORMATION ITEMS

- (a) CMNS 390 – Publishing for the 21st Century
- Fall 2023 Course Revisions: Calendar Description, Course Titles, Learning Outcomes, Course Content, Evaluation Profile, Required Texts
- (b) REC 222 – Leadership and Experiential Education
- Fall 2023 Course Revisions: Calendar Description, Course Titles, Course Note, Learning Outcomes, Course Content and Evaluation Profile
- (c) BIOL 313 – Human Physiology II
- Summer 2023 Course Revisions: Long Course Title, Calendar Description, Learning Outcomes, Course Content, Evaluation Profile

#### 16. BUSINESS ITEMS

(a) **Membership Terms Ending as of August 15, 2023**

The following members, whose terms will expire as of August 15, 2023, were requested to indicate whether they wished to continue for a further term or to provide the name of a new representative (by the March SCC meeting):

Cass Picken – Humanities  
 Sarah Yercich – Social Sciences  
 Urmila Jangra – Science, Technology, Engineering and Mathematics  
 David Geary – Motion Picture Arts  
 Jennifer Nesselroad – Performing Arts  
 Lydia Watson – Business, International Programs, Projects and Partnerships  
 Maggie Reagh – Access and Academic Preparation

(b) **Calendar Deadline**

Effective for the 2023/2024 University Calendar, only items approved by the April 2023 Senate meeting will be published in the annual calendar.



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(c) **Updated Submissions Schedule/Deadline**

In order to provide more time for submissions and timely review of curriculum proposals, the Registrar presented a suggestion wherein a deadline for initial submission to the Registrar's Office be added to the SCC meeting schedule. The deadline would provide more time to the Curriculum team and departments that are submitting proposals to review and address any issues with respect to the proposals. In this regard, the 2023 meeting schedule will be revised to include an additional deadline entitled "Deadline for Initial Submission to the Registrar's Office," which will be one week prior to the deadline for Registrar's Office sign-off. In addition, the change will be posted on Frontlines, and the Registrar will prepare a written communication to the deans, chairs and coordinators requesting them to communicate this change to their departments.

The meeting was adjourned at 2:10 pm.

**Next Meeting: Friday, February 17, 2023 – 12:00 pm**

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