



Minutes of the Meeting of the  
**EDUCATION COUNCIL CURRICULUM COMMITTEE**  
 held on Friday May 16, 2008 at 12:30 pm in LB322

- Present: Jackie Snodgrass (Chair), Janet Canning, Paul Dangerfield, Wendy Dansie, Karin Hall, Marion Haythorne, Dorothy Jantzen, Lynn Jest, Doug Johnston, Mahak Yaseri, Milton Williams, Itidal Sadek, Lynne Moran, Grace McNab, Mary Jukich (Recording Secretary)
- Guests: Mary Giovannetti, Ted Hamilton, Sue Wallster, Seanna McPherson, Linn Teetzel, Alison McNeil, Joanne Charley, Gillian Crowther, Chris Bottrill, Maggie Reagh, Jennifer Nesselroad
- Regrets: Melanie Falhman-Reid, Violet Jessen, Karen Jager, Peter Holden

### 1. AGENDA

Item #14 - Continuing Education was moved to item #3.  
 Item #16 – School of Business and Communications was moved to #11.

*On the motion of Lynne Moran and seconded by Paul Dangerfield ,  
 the Agenda was approved with the noted changes.*

### 2. MINUTES

*On the motion of Doug Johnston and second by Wendy Dansie,  
 the Minutes of April 18, 2008 were approved.*

### 3. SCHEDULING OF ECCC MEETINGS FOR NEXT YEAR

*Presented by: Jackie Snodgrass*

There was a discussion regarding the effect of the new timetable grid on the current ECCC meeting day and time. ECCC meetings will continue to take place on Fridays; however, the meetings will begin at 1:00 p.m. starting with the Fall semester.

**CARRIED**  
 1 opposed

### 4. BIOLOGY

BIOL 112 – Human Anatomy and Physiology I for Health Sciences  
 BIOL 113 – Human Anatomy and Physiology II for Health Sciences  
 BIOL 350 – Natural History and Biogeography of British Columbia  
 BIOL 351 - Natural History and Biogeography – A World View  
 BIOL 352 – Evolution of Life  
*Presented by: Janet Canning*

BIOL 112 Human Anatomy and Physiology I for Health Services is a new course that was created as a new/preferred feeder course into Biology 113.

*Milton Williams moved and Wendy Dansie seconded that:*

**08/55** BIOL 112 Human Anatomy and Physiology I for Health Sciences be recommended for approval to the Education Council.

**CARRIED**

The prerequisites of BIOL 113 Human Anatomy and Physiology II for Health Sciences are being revised to include BIOL 112 or BIOL 104 (as long as student obtains a C+).

*Grace McNab moved and Wendy Dansie seconded that:*

- 08/56** The revision to the prerequisites for BIOL 113 Human Anatomy and Physiology II for Health Sciences be recommended for approval to the Education Council.

**CARRIED**

BIOL 350 Natural History and Biogeography of British Columbia will be brought back to ECCC as there were revisions that were required to the course approval form.

BIOL 351 Natural History and Biogeography – A World View and BIOL 352 Evolution of Life are new courses. There was discussion regarding the required wording for prerequisites and it was clarified that standard letter grades will be used for both courses.

*Milton Williams moved and Paul Dangerfield seconded that:*

- 08/57** BIOL 351 Natural History and Biogeography – A World View and BIOL 352 Evolution of Life be recommended for approval to the Education Council with the exact wording of the prerequisites being worked out with Cheryl Helm.

**CARRIED**

## 5. COMMUNICATIONS

CMNS 105 – International Interactions I

*Presented by: Mary Giovannetti*

The prerequisites of CMNS 105 International Interactions I are being revised to include the successful completion of ESLF 060 with a B+ or equivalent.

*Wendy Dansie moved and Janet Canning seconded that:*

- 08/58** The revisions to the prerequisites for CMNS 105 International Interactions I be recommended for approval to the Education Council.

**CARRIED**

CMNS 112 – Introduction to Communication Studies

CMNS 209 – History of Media

CMNS 235 – Understanding News

Communications Studies Diploma Program Profile

*Presented by: Ted Hamilton*

CMNS 112 Introduction to Communication Studies is being revised and CMNS 209 History of Media and CMNS 235 Understanding News are two new courses that are being added to mirror more closely with the communications program at SFU. The Communications Studies Diploma Program Profile is being revised to incorporate the two new courses.

*Itidal Sadek moved and Karin Hall seconded that:*

- 08/59** The revision to CMNS 112 Introduction to Communication Studies, the two new courses CMNS 209 History of Media and CMNS 235 Understanding News, and the revisions to the Communications Studies Diploma Program Profile be recommended for approval to the Education Council.

**CARRIED**

- 6. CAREER DEVELOPMENT ONLINE**  
 CSFF 010 – Family Focus (College Success)  
*Presented by: Sue Wallster*

CSFF010 Family Focus (College Success) is a new credit course which will be offered in the Fall to single parents who are on income assistance. This course will support students in the development of their academic goals and parenting skills.

*Lynne Moran moved and Wendy Dansie seconded that:*

**08/60** CSFF 010 Family Focus (College Success) be recommended for approval to the Education Council.

**CARRIED**

- 7. FILM**  
 Film 230 – Motion Picture Technical Arts  
 Film 330 – Aesthetics of Filmmaking  
 Motion Picture Production Program Profile  
*Presented by: Seanna McPherson*

Film 230 Motion Picture Technical Arts and Film 330 Aesthetics of Filmmaking are two new courses which will be offered in the Fall. The Motion Picture Production Program Profile is being revised to incorporate these two new courses as well as other changes related to the degree that is being developed.

*Itidal Sadek moved and Paul Dangerfield seconded that:*

**08/61** Film 230 Motion Picture Technical Arts and Film 330 Aesthetics of Filmmaking and the revisions to the Motion Picture Production Program Profile be recommended for approval to the Education Council.

**CARRIED**

- 8. APPLIED BUSINESS TECHNOLOGY**  
 MOA Online Program  
 MOAO 100 – Medical Terminology I  
 MOAO 101 – Medical Terminology II and Related Anatomy and Physiology  
 MOAO 120 – Medical Transcription  
 MOAO 130 – Medical Administrative Procedures  
 Legal Administrative Assistant Program Profile  
*Presented by: Marion Haythorne*

MOA Online Program is a new program being offered online in conjunction with BC Campus. This provincial program is in the initial stage of development. As courses are created, they will be brought through the College approval process. MOAO 100 Medical Terminology I, MOAO 101 Medical Terminology II and Related Anatomy and Physiology, MOAO 120 Medical Transcription and MOAO 130 Medical Administrative Procedures are new courses. The Committee requested that Marion Haythorne confirm the credits of MOAO 120 as either 1.5 or 3.0 and the total number of credits as being either 21.75 or 20.25.

*Lynne Moran moved and Wendy Dansie seconded that:*

**08/62** Final approval of MOA Online Program and MOAO 100, Medical Terminology I, MOAO 101 Medical Terminology II and Related Anatomy and Physiology, MOAO 120 Medical Transcription, MOAO 130 Medical Administrative Procedures be recommended for approval to the Education Council with the total number of credits being 21.75 or 20.25 corresponding to 3.0 or 1.5 credits for MOAO 120. The final numbers must be forwarded to the Committee's Clerk before the next Education Council meeting.

CARRIED

The Legal Administrative Assistant Program Profile was revised due to moving a course from the first term to the second term. Motion for approval was not required.

## 9. PUBLIC ADMINISTRATION

PADM 209 – Fundamentals of Local Government Corporate Administration  
Local Government Administration Program Certificate Program Profile  
*Presented by: Linn Teetzel*

PADM 209 Fundamentals of Local Government Corporate Administration is a new course for professionals who are employed by local government and will give the students increased knowledge of the political and organizational realities of local governments. The Committee requested that the word "university" on page 7 of the course outline form be removed. The Local Government Administration Program Certificate Program Profile is being revised to incorporate the new course.

*Wendy Dansie moved and Itidal Sadek seconded that:*

**08/63** PADM 209 Fundamentals of Local Government Corporate Administration and the revisions to the Local Government Administration Program Certificate Program Profile be recommended for approval to the Education Council with the word "university" not being used on the course outline form until we become a university.

CARRIED

## 10. SCHOOL OF BUSINESS

BMKT 316 – Branding and Innovation  
Bachelor of Business Administration Program  
*Presented by: Joanne Charley*

BMKT 316 Branding and Innovation is a new course. The Committee requested that the course format be changed to 4 instructional hours.

*Itidal Sadek moved and Janet Canning seconded that:*

**08/64** BMKT 316 Branding and Innovation and the revisions to the Bachelor of Business Administration Program be recommended for approval to the Education Council.

CARRIED

Certificate in the Business Administration Program, Certificate in the Business Administration – Advanced Program, Business Administration Diploma are being revised as a result of the addition of BMKT 316.

*Itidal Sadek moved and Wendy Dansie seconded that:*

**08/65** The revisions to the Certificate in the Business Administration Program, Certificate in the Business Administration – Advanced Program and Business Administration Diploma be recommended for approval to the Education Council.

**CARRIED****11. ANTHROPOLOGY**

ANTH 222 – Eating Culture: An Anthropology of Food

*Presented by: Gillian Crowther*

This is a new general interest course.

*Wendy Dansie moved and Mahak Yaseri seconded that:*

**08/66** ANTH222 Eating Culture: An Anthropology of Food be recommended for approval to the Education Council.

**CARRIED****12. TOURISM**

TOUR 424 – Entrepreneurship in Tourism

TOUR 440 – Graduating Research Topic and Membership

Bachelor of Tourism Management Degree Program Profile

*Presented by: Chris Bottrill*

The prerequisites of TOUR 424 Entrepreneurship in Tourism are being revised to include TOUR 125 or 261, plus 90 credits toward the Bachelor of Tourism Management degree. The prerequisites of TOUR 440 Graduating Research Topic and Membership are being revised to include completion of a minimum of 90 credits toward the Bachelor Tourism Management degree, including ENGL 100 or higher and TOUR 327 or 427. The Committee requested some changes to the course outline for TOUR 424 which included specifying the number of credits and the instructional hours spread over two terms.

*Marion Haythorne moved and Milton Williams seconded that:*

**08/67** The revisions to the prerequisites of TOUR 424 Entrepreneurship in Tourism and TOUR 440 Graduating Research Topic and Membership be recommended for approval to the Education Council with TOUR 424 being spread over two terms and with the provision that the revisions of total hours be submitted by May 21.

**CARRIED**

The Bachelor of Tourism Management Degree Program Profile is being revised to indicate new course number changes and to indicate prerequisite changes. The Committee noted that English was listed as a language course and not as a humanities course.

*Marion Haythorne moved and Janet Canning seconded that:*

**08/68** The revisions to the Bachelor of Tourism Management Degree Program Profile be recommended for approval to the Education Council with a modification of moving the English course to Humanities.

**CARRIED****13. ESL**

ESLF 040 - English Language Foundations I Program

Certificate in the ESL – English Language Foundations I Program Profile

ESLF 050 – English Language Foundations 2 Program  
 Certificate in the ESL – English Language Foundations 2 Program Profile

ESLF 060 – College Academic English Preparation 1 Program  
 Certificate in the ESL – College Academic English Preparation 1 Program Profile

ESLF 070 – College Academic English Preparation 2 Program  
 Citation in the ESL – College Academic English Preparation 2 Program Profile

ESLF 080 – College Academic English Preparation 3A Program  
 Citation in the ESL – College Academic English Preparation 3A Program Profile  
 ESL Policy Change  
*Presented by: Maggie Reagh*

The ESL course outlines and program profiles are being revised to include a graduation requirement for certificates and citations with a 2.67 GPA or higher for ESLF 040 – 070 and 3.33 GPA or higher for ESLF 080.

*Doug Johnston moved and Milton Williams seconded that:*

**08/69** The revisions to ESLF 040 English Language Foundations I Program, Certificate in the ESL – English Language Foundations I Program Profile, ESLF 050 English Language Foundations 2 Program, Certificate in the ESL – English Language Foundations 2 Program Profile, ESLF 060 College Academic English Preparation 1 Program, Certificate in the ESL – College Academic English Preparation 1 Program Profile, ESLF 070 College Academic English Preparation 2 Program, Citation in the ESL – College Academic English Preparation 2 Program Profile and ESLF 080 College Academic English Preparation 3A Program, Citation in the ESL – College Academic English Preparation 3A Program Profile be recommended for approval by the Education Council.

**CARRIED**

The Committee was requested to review proposed changes to Education Council Policy Number EC0501. The Committee recommended that the Deans be advised of the proposed policy revision.

*Itidal Sadek moved and Marion Haythorne seconded that:*

**08/70** Education Council review Policy EC0501 in consideration of the recommendation from the ESL Department.

**CARRIED**

*Marion Haythorne moved and Lynne Moran seconded that:*

**08/71** Education Council ask the Planning Committee to develop a policy on graduated entry of ESL students to University Transfer and School of Business to reflect current practice.

**CARRIED**

**14. CONTINUING EDUCATION**

- AADG 10701 – Introduction to Kiln Formed Glass
- AMSG 10901 – Music Appreciation
- BCMG 10301 – Practicing Effective Leadership
- BCMG10401 – Creating Requests for Proposals that Work
- BCMG 10501 – Program Evaluation for the Not-for-Profit Sector
- BCMG 10601 – Introductory Accounting for Entrepreneurs
- CMNG 10901 – E-mail Essentials: The Art and Etiquette of Effective Emailing
- FATG 10401 – Stand up Comedy
- FATG 10501 – Professional Development – Film Industry
- FATG 10601 – An Introduction to Props for Film and T.V.
- GNLG 14801 – Post Colonial Literature Review
- PDVG 10301 – Rich Dad Personal Finance
- WRTG 10201 – The Freelance Writers’ Market
- WRTG 10301 – A Fine Line: Novels-in-Verse, Prose Poems and Flash Fiction
- WRTG 10401 – Shakespeare’s Sister: A History of Women’s Reading and Writing  
*Presented by: Lynne Moran*

New Continuing Education non-credit courses which will be offered in the Fall.

*Marion Haythorne moved and Paul Dangerfield seconded that:*

**08/72** AADG 10701 Introduction to Kiln Formed Glass, AMSG 10901 Music Appreciation, BCMG 10301 Practicing Effective Leadership, BCMG10401 Creating Requests for Proposals that Work, BCMG 10501 Program Evaluation for the Not-for-Profit Sector, BCMG 10601 Introductory Accounting for Entrepreneurs, CMNG 10901 E-mail Essentials: The Art and Etiquette of Effective Emailing, FATG 10401 Stand up Comedy, FATG 10501 Professional Development – Film Industry, FATG 10601 An Introduction to Props for Film and T.V., GNLG 14801 Post Colonial Literature Review, PDVG 10301 Rich Dad Personal Finance, WRTG 10201 The Freelance Writers’ Market, WRTG 10301 A Fine Line: Novels-in-Verse, Prose Poems and Flash Fiction, WRTG 10401 Shakespeare’s Sister: A History of Women’s Reading and Writing be recommended for approval to the Education Council.

**CARRIED**

**15. ARTS ENTERTAINMENT MANAGEMENT**

- AEM 140 – Arts and Entertainment I
- AEM 142 – Arts and Entertainment Introductory Practicum I
- AEM 143 – Arts and Entertainment Introductory Practicum II
- AEM 148 – Venue Management
- AEM 251 – Industry Seminar in Arts and Entertainment Management
- AEM 252 – Tour Management
- Arts and Entertainment Management Program Profile  
*Presented by: Jennifer Nesselroad*

The course content of AEM 140 Arts and Entertainment I is being revised to reflect the removal of facility management. The grading profile of AEM 142 Arts and Entertainment Introductory Practicum I and AEM 143 Arts and Entertainment Introductory Practicum II is being revised. AEM 148 Venue Management, AEM 251 Industry Seminar in Arts and Entertainment Management and AEM 252 Tour

Management are new courses being added to the program. There was a discussion whether the title of AEM 142 Arts and Entertainment Introductory Practicum I and AEM 143 Arts and Entertainment Introductory Practicum II should read “project” instead of “practicum”. Also the Committee noted that on the program profile the word “management” has been added to AEM 140 but not on the course approval form. Jennifer will look into this.

*Lynne Moran moved and Grace McNab seconded that:*

**08/73** The revisions to AEM 140 Arts and Entertainment I, AEM 142 Arts and Entertainment Introductory Practicum I, AEM 143 Arts and Entertainment Introductory Practicum II, the new courses AEM 148 Venue Management, AEM 251 Industry Seminar in Arts and Entertainment Management and AEM 252 Tour Management as well as the revisions to the Arts and Entertainment Management Program Profile be recommended for approval to the Education Council.

**CARRIED**

## **16. SCHOOL OF BUSINESS AND COMMUNICATIONS**

CMNS 301 – Advanced International Interactions I

*Change to*

CMNS 305 - Advanced International Interactions I

McRae Program Profile

*Presented by: Joanne Charley*

The course number of CMNS 301 Advanced International Interactions I is being revised to CMNS 305 Advanced International Interactions I and the prerequisites are being revised to state either admission to the McRae program or CMNS 205.

*Grace McNab moved and Wendy Dansie seconded that:*

**08/74** The course number of CMNS 301 Advanced International Interactions I be changed to CMNS 305 Advanced International Interactions I and the revisions to the prerequisites be recommended for approval to the Education Council.

**CARRIED**

*Wendy Dansie moved and Paul Dangerfield seconded that:*

**08/75** The revisions to the McRae Program Profile be recommended for approval to the Education Council.

**CARRIED**

## **17. JUNE ECCC MEETING**

*Presented by: Jackie Snodgrass*

The Committee discussed whether a June ECCC meeting was required since there were outstanding items that needed to be approved before the end of term. It was agreed by the Committee that a June ECCC meeting would take place on June 6 for only urgent items. Itidal Sadek will chair the meeting as Jackie Snodgrass will be away.



**INFORMATION ONLY**

**Course Title Changes:**Old Course Title

CSSF 105 – College Reading, Study and WebCT Skills

New Course TitleCSSF 105 – College Reading, Study and  
Online Course Management Skills**Course Number Changes:**Old Course NumberTOUR 442 – Environmental Stewardship for Tourism  
TOUR 426 – Advanced Topics in Cross-Cultural TourismTOUR 421 – Organizational Leadership in Tourism  
TOUR 443 – Cultural Tourism Management  
TOUR 431 – Regional Topics in Tourism  
TOUR 441 – Advanced Tourism Product Development  
TOUR 444 – International Ecotourism  
TOUR 427 – Research Methods and Applications in  
Tourism  
TOUR 428 – International Destination marketingNew Course NumberTOUR 342 – Environmental Stewardship for Tourism  
TOUR 326 – Advanced Topics in Cross-Cultural  
Tourism  
TOUR 321 – Organizational Leadership in Tourism  
TOUR 343 – Cultural Tourism Management  
TOUR 331 – Regional Topics in Tourism  
TOUR 341 – Advanced Tourism Product Development  
TOUR 344 – International Ecotourism  
TOUR 327 – Research Methods and Applications in  
Tourism  
TOUR 328 – International Destination Marketing

There being no further business the meeting concluded at 2:45 pm.

**Next Meeting: June 6, 2008.**