CAPILANO
U N I V E R S I T Y

SENATE CURRICULUM COMMITTEE MEETING
Friday, August 21, 2009   1:00 pm   LB321

MINUTES

PRESENT: Jackie Snodgrass (Chair), Robert Campbell, Margaret Dulat, Graham Fane, Marion Haythorne, Peter Holden, Rita Isola, Lynn Jest, Rorri McBlane, Grace McNab, Jennifer Moore, Milton Williams, Recording Secretary: Mary Jukich

REGRETS: Aaron Bergner, Anna Lee Boulton, Karin Hall, Meike Wernicke-Heinrichs, Karin Jager, Violet Jessen, Doug Johnston, Itidal Sadek, Keith Van

GUESTS: Chris Bottrill, Seanna McPherson, Lynne Moran, Dianne Neufeld, Maggie Reagh, Jane Still

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The Chair called the meeting to order and welcomed Jennifer Moore, the new Acting Dean of Fine and Applied Arts and Rita Isola, the new representative from Social Sciences. Guests, Chris Bottrill, Seanna McPherson, Lynne Moran, Jane Still and Dianne Neufeld were also introduced and welcomed to the meeting.

The Chair reminded SCC that some membership terms would be ending as of September 30 and October 31 and that the Dean should be notified so that DAC can make new member recommendations to Senate.

1.   APPROVAL OF AGENDA

Item 5 – Acting for Stage & Screen Graduation Profile 2008 – 2011 was removed.
Item 9 – ESLF 0300 English Language Fundamentals was added.

On the motion of Robert Campbell and seconded by Peter Holden
the amended Agenda was approved.   **CARRIED**

2.   MINUTES

On the motion of Peter Holden and seconded by Rorri McBlane
the Minutes of the meeting of June 12, 2009 were approved.   **CARRIED**

3.   GEOGRAPHY

GEOG 212 – The Formation of Landscapes
GEOG 214 – Our Atmospheric Environment
Presented by: Rita Isola

GEOG 212 The Formation of Landscapes is a new second year course which will be offered in alternating spring terms. The pre-requisites of GEOG 214 Our Atmospheric Environment are being revised in order to remain consistent with the pre-requisites of the new GEOG 212 course.

Milton Williams moved and Rorrie McBlane seconded that:

09/47 GEOG 212 The Formation of Landscapes be recommended for approval to the Senate.   **CARRIED**

Marion Haythorne moved and Peter Holden seconded that:

09/48 The pre-requisite revision to GEOG 214 Our Atmospheric Environment be recommended for approval to the Senate.   **CARRIED**

4.   **TREC**
Certificate in Tourism Operations
Certificate in Tourism Marketing
Diploma in the Destination Resort Management Co-op Program Profile
REC 245 – Organizational Leadership
TOUR 131 – Tourism Product Development
TOUR 140 – Tourism Co-op
TOUR 151 – Service Management in Tourism
TOUR 208 – Risk Management for Tourism & Outdoor Recreation
TOUR 212 – Sales & Promotions Management for Tourism/Hospitality
TOUR 233 – Cross Cultural Tourism
TOUR 261 – Resort Financial Management
TOUR 200 – Revenue Management for Tourism
TOUR 201 – Tourism and Technology
TOUR 202 – Strategic Marketing Management – Case Study Approach
TOUR 227 – Heritage, Cultural, and Arts Planning for Tourism
TOUR 232 – Tourism Planning
TOUR 341 – Advanced Product Development
Bachelor of Tourism Management Degree Program Profile
TOUR 140 – Tourism Co-op Work Experience
Diploma in the Tourism Management Co-op Program Profile
Presented by: Chris Bottrill

The Certificate in Tourism Operations is a new program geared to students interested in developing and managing their own tourism business.

Peter Holden moved and Jennifer Moore seconded that:

09/49 Final approval of the Certificate in Tourism Operations be recommended for approval to the Senate.   **CARRIED**

The Certificate in Tourism Marketing is a new program suited for students who wish to increase their knowledge in tourism sales and marketing. As the Certificate in Tourism Marketing consists of 18 credits, it was agreed to change the credential awarded to a citation to be in line with our move to have certificates require a minimum of 30 credits.

As well, discussion arose regarding the titles of the two new programs and whether the program name should include the credential to be awarded. This

issue will require further clarification and will be followed up by the Registrar.

Robert Campbell moved and Peter Holden seconded that:

09/50 Final approval of the Citation in Tourism Marketing be recommended for approval to the Senate.

CARRIED

The Diploma in the Destination Resort Management Co-op Program Profile is being revised with the replacement of TOUR 157 with TOUR 154 and replacing TOUR 131 with a TOUR course currently being developed. This change will result in more consistency with other programs in the province.

Peter Holden moved and Marion Haythorne seconded that:

09/51 The revisions to the Diploma in the Destination Resort Management Co-op Program Profile be recommended for approval to the Senate.

CARRIED

The pre-requisites of REC 245 Organizational Leadership, TOUR 131 Tourism Product Development, TOUR 140 Tourism Co-op, TOUR 151 Service Management in Tourism, TOUR 208 Risk Management for Tourism & Outdoor Recreation, TOUR 212 Sales & Promotions Management for Tourism/Hospitality, TOUR 233 Cross Cultural Tourism, TOUR 261 Resort Financial Management, TOUR 200 Revenue Management for Tourism TOUR 201 Tourism and Technology, TOUR 202 Strategic Marketing Management – Case Study Approach, TOUR 227 Heritage, Cultural, and Arts Planning for Tourism, TOUR 232 Tourism Planning and TOUR 341 Advanced Product Development are being revised in order to strengthen the requirements in the bachelor program.

Graham Fane moved and Jennifer Moore seconded that:

09/52 The revisions to the pre-requisites of REC 245 Organizational Leadership, TOUR 131 Tourism Product Development, TOUR 140 Tourism Co-op, TOUR 151 Service Management in Tourism, TOUR 208 Risk Management for Tourism & Outdoor Recreation, TOUR 212 Sales & Promotions Management for Tourism/Hospitality, TOUR 233 Cross Cultural Tourism, TOUR 261 Resort Financial Management, TOUR 200 Revenue Management for Tourism, TOUR 201 Tourism and Technology, TOUR 202 Strategic Marketing Management – Case Study Approach, TOUR 227 Heritage, Cultural, and Arts Planning for Tourism, TOUR 232 Tourism Planning and TOUR 341 Advanced Product Development be recommended for approval to the Senate.

CARRIED

The credits of TOUR 140 Tourism Co-op Work Experience are being revised from 9 to 6 credits.

Peter Holden moved and Milton Williams seconded that:

09/53 The credit revision to TOUR 140 Tourism Co-op Work Experience be recommended for approval to the Senate.

CARRIED

The Diploma in the Tourism Management Co-op Program Profile is being revised by the addition of an existing course (TOUR 125) and the reduction

from 9 to 6 credits of TOUR 140.

Marion Haythorne moved and Robert Campbell seconded that:

09/54 The revisions to the Diploma in the Tourism Management Co-op Program Profile be recommended for approval to the Senate.

CARRIED

The Bachelor of Tourism Management Degree Program Profile is being revised to indicate the reduction of credits of TOUR 140 and changing TOUR 245 as a lower level required course to REC 245.

Lynn Jest moved and Jennifer Moore seconded that:

09/55 The revisions to the Bachelor of Tourism Management Degree Program Profile be recommended for approval to the Senate.

CARRIED

5. **ACTING FOR STAGE & SCREEN**
    Acting for Stage & Screen Graduation Profile 2008 – 2011

    At the request of the presenter, this item was removed from the Agenda.

6. **INTERNATIONAL PROJECTS, PROGRAMS & PARTNERSHIPS**
    HUST Bachelor of Business Administration Degree Program Profile
    Presented by: Graham Fane

    The HUST Bachelor of Business Administration Degree Program Profile is being revised to indicate that a minimum grade of C+ or higher must be achieved in a set of residency courses which cover the core areas of the BBA.

    Peter Holden moved and Lynn Jest seconded that:

    09/56 The revision to the HUST Bachelor of Business Administration Degree Program Profile be recommended for approval to the Senate.

CARRIED

7. **MPPP**
    Bachelor of Motion Picture Arts
    MOPA 302 – History of Cinema II
    MOPA 303 – Aesthetics of Filmmaking
    MOPA 310 – MOPA Project #4
    MOPA 311 – Motion Graphics
    MOPA 315 – Professional Development III
    MOPA 320 – Development Project I
    MOPA 322 – Development Project II
    MOPA 409 – Visual Theory and Practice
    MOPA 410 – MOPA Project #5
    MOPA 415 – Professional Development IV
    MOPA 420 – Development Project III
    MOPA 422 – Development Project IV
    MOPA 430 – Practicum
    Presented by: Seanna McPherson

    The Bachelor of Motion Pictures Arts is a new four year degree program which has been very well supported in the industry and will provide students with strong skills to become independent filmmakers. The new courses, MOPA

302 History of Cinema II, MOPA 303 Aesthetics of Filmmaking, MOPA 310 MOPA Project #4, MOPA 311 Motion Graphics, MOPA 315 Professional Development III, MOPA 320 Development Project I, MOPA 322 Development Project II, MOPA 409 Visual Theory and Practice, MOPA 410 MOPA Project #5, MOPA 415 Professional Development IV, MOPA 420 Development Project III, MOPA 422 Development Project IV, MOPA 430 Practicum, will form the 300 and 400 level of the new degree.

CARRIED
Unanimously

Jennifer Moore moved and Graham Fane seconded that:

09/57 Final approval of the Bachelor of Motion Picture Arts be recommended for approval to the Senate.

Lynn Jest moved and Rorrie McBlane seconded that:

09/58 The new courses, MOPA 302 History of Cinema II, MOPA 303 Aesthetics of Filmmaking, MOPA 310 MOPA Project #4, MOPA 311 Motion Graphics, MOPA 315 Professional Development III, MOPA 320 Development Project I, MOPA 322 Development Project II, MOPA 409 Visual Theory and Practice, MOPA 410 MOPA Project #5, MOPA 415 Professional Development IV, MOPA 420 – Development Project III, MOPA 422 Development Project IV, MOPA 430 Practicum be recommended for approval to the Senate.

CARRIED

8.   **CONTINUING EDUCATION**
Online Event Planning
Introduction to Online Meetings and Events Planning
Planning Quality Online Events
Presented by: Lynn Jest

Online Event Planning is a new program designed for those students interested in building successful events in an online environment. This program will appeal to international and local meeting and event planning associations and their members and will strategically position Capilano University into online learning.   The new program consists of two new courses, Introduction to Online Meetings and Events Planning and Planning Quality Online Events. There was a discussion regarding the name of the new course, "Planning Quality Online Events" and it was suggested by the Committee that the word "Quality" should be removed from the title.

Peter Holden moved and Jennifer Moore seconded that:

09/59 Final approval of the Online Event Planning program and the two new associated courses, Introduction to Online Meetings and Events Planning and Planning Quality Online Events with the change in title to Planning Online Events be recommended for approval to the Senate.

CARRIED

AADG 90601 – Graphic Design Basics
CAIG 12101 – Memory Making with Windows Movie Maker
Presented by: Lynne Moran

AADG 90601 Graphic Design Basics is a new course being offered at the Sechelt campus and will teach students the basics of graphic design. CAIG 12101 Memory Making with Windows Movie Maker is also a new course being offered at the North Vancouver campus and will teach students how to create

movies using Windows Movie Maker.

Marion Haythorne moved and Rorrie McBlane seconded that:

09/60 The two new Continuing Education courses, AADG 90601 Graphic Design Basics and CAIG 12101 Memory Making with Windows Movie Maker be recommended for approval to the Senate.

CARRIED

Alternate Delivery Format: Continuing Education General Interest Courses
Presented by: Lynn Jest

A proposal was presented to SCC for Continuing Education to offer selected courses delivered in an online format by an outside delivery agent. There was a discussion regarding the advantages and disadvantages of beginning this pilot project and SCC members noted their concerns with Capilano's lack of control over the quality of instructors and the level of scrutiny the University would have over individual courses offered under the Capilano banner. It was agreed by SCC that approval for this project should be sought at Senate, and if approval was granted, SCC would review each course syllabus via projection of the online material. As well, more information on the service provider and on their integrity was requested.

9. **ESL**
ESLF 030 - English Language Fundamentals
Presented by: Maggie Reagh

This course was last run in 1999; however, the department requested that this course be re-offered because they are expecting some of the new students to need this level. There was a discussion regarding the naming of the ESLF English Language courses and SCC agreed that this course could be approved and run with the title as is.

Peter Holden moved and Milton Williams seconded that:

09/61 ESLF 030 English Language Fundamentals be recommended for approval to the Senate.

CARRIED

INFORMATION ONLY

None.

There being no further business, the meeting concluded at 3:00 pm.

Next Meeting: September 18, 2009.