



SENATE CURRICULUM COMMITTEE MEETING

Friday, March 19, 2010 1:00 pm LB185

MINUTES

PRESENT: Jackie Snodgrass (Chair), Anna Lee Boulton, Robert Campbell, Bahiyyih Galloway, Karin Hall, Marion Haythorne, Peter Holden, Rita Isola, Karin Jager, Violet Jessen, Doug Johnstone, Wendy Lynn, Rorri McBlane, Jennifer Moore, Ghazal Tohidi, Sheila Ross, Itidal Sadek, Michael Thoma, Recording Secretary: Mary Jukich

REGRETS: Graham Fane, Lynn Jest, Grace McNab, Milton Williams

GUESTS: Ian Cresswell, Sue Dritmanis, John Fairlie, Mary Giovannetti, Ted Hamilton, Susan Hogan, Lynne Moran, Jen Moses, Jennifer Nesselroad, Patrick de Sousa,

The meeting was called to order and guests, Ian Cresswell, English Department, Patrick de Sousa, Health Care, Jennifer Nesselroad, Arts and Entertainment, Susan Hogan, Tourism and Outdoor Recreation, Lynne Moran, Continuing Education, John Fairlie, Legal Studies, Ted Hamilton and Sue Dritmanis, Communications and Jen Moses, ECCE, were introduced and welcomed to the meeting.

Jackie announced that Jennifer Moore had been appointed Dean of Fine and Applied Arts.

Also announced was the reappointment of the following members for a further two year term on SCC, beginning August 2010:

- Rorri McBlane – Tourism and Outdoor Recreation Management
- Grace McNab – Visual and Performing Arts
- Milton Williams – Student Services
- Karin Jager – Media Arts
- Karin Hall - Library
- Marion Haythorne – ABT, Legal Studies, Communications

Maggie Reagh will be replacing Doug Johnstone for Developmental Studies.

The SCC ad hoc committee was asked to reconvene, as requested by Senate, to further review the Course Level and Numbering document. Itidal will call a meeting of the committee members, Robert Campbell, Rorri McBlane and Rita Isola.

1. APPROVAL OF AGENDA

Item #3 – IDEA was removed from the Agenda.

Item #12 – ECCE was moved to item #3

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

CARRIED**2. MINUTES**

*On the motion of Robert Campbell and seconded by Peter Holden
the Minutes of the meeting of January 15, 2010 were approved.*

CARRIED**3. ECCE**

EDUC 256 – Working with Young Children in Inclusive Group Settings

Presented by: Jen Moses

The pre-requisites for EDUC 256 Working with Young Children in Inclusive Group Settings are being revised for clarification of required courses, and to correct a course number change.

Anna Lee Boulton moved and Violet Jessen seconded that:

10/09 The revisions to the pre-requisites of EDUC 256 Working with Young Children in Inclusive Group Settings be recommended for approval to the Senate.

CARRIED**4. ENGLISH**

English 100 Level Courses

Presented by: Ian Cresswell

The English Department requested that the course, FALX99 (Foundations of Academic Literacy), be added to the current list of EDT exemptions which will allow any student who has received a C grade or higher in FAL X99 at SFU to register directly into any 100-level English course offered at Capilano University.

Anna Lee Boulton moved and Marion Haythorne seconded that:

10/10 The revisions to the pre-requisites of the English 100 level courses be recommended for approval to the Senate.

CARRIED**5. HEALTH CARE ASSISTANT**

HCA 101 – Health and Healing: Concepts for Practice

HCA 102 – Health 1: Interpersonal Communications

HCA 103 – Healing 1: Caring for Individuals Experiencing Common Health Challenges

HCA 105 – Caring for Individuals Experiencing Cognitive or Mental Challenges

HCA 106 – Health 3: Personal Care Assistance

HCA 110 – Practice Experience I in Multi-Level and/or Complex Care

HCA 111 – Practice Experience 2 in Multi-Level and/or Complex Care

HCA 112 – Practice Experience in Home Support and/or Assisted Living

Health Care Assistant Certificate Program Profile

HCA Program Admission Requirements

Presented by: Patrick de Sousa

The remainder of the courses for the revised Health Care Assistant program revision that was approved at the last SCC meeting were presented for approval. During the review of the new courses, it was noted that the course titles did not correspond with the short title on the course approval form. Discussion indicated that in naming the courses, the department had followed procedures as set out by the provincial curriculum which are used at other universities and institutions. However, concern was expressed that ultimately, courses listed on student transcripts will differ from the course names on the University calendar.

SCC requested that Patrick meet with Anna Lee Boulton to resolve the title discrepancies and once this is resolved, the courses will be brought back to SCC as “information items”.

Peter Holden moved and Anna Lee Boulton seconded that:

- 10/11** The new courses, HCA 101 Health and Healing: Concepts for Practice, HCA 102 Health 1: Interpersonal Communications, HCA 103 Healing 1: Caring for Individuals Experiencing Common Health Challenges, HCA 106 Health 3: Personal Care Assistance, HCA 110 Practice Experience I in Multi-Level and/or Complex Care, HCA 111 Practice Experience 2 in Multi-Level and/or Complex Care and HCA 112 Practice Experience in Home Support and/or Assisted Living and the revision to HCA 105 Caring for Individuals Experiencing Cognitive or Mental Challenges be recommended for approval to the Senate.

CARRIED

The Health Care Assistant Certificate program profile did not require approval as approval had been granted at the previous SCC meeting.

Approval was requested to amend the HCA Program Admission Requirements to include the line “successful completion of Food Safe Level 1”.

Doug Johnstone moved and Robert Campbell seconded that:

- 10/12** The revision to the HCA Program Admission requirements be recommended for approval to the Senate.

CARRIED

6. ARTS AND ENTERTAINMENT MANAGEMENT

AEM 240 – Practicum in Arts and Entertainment Management I

AEM 241 – Practicum in Arts and Entertainment Management II

AEM 245 – Media Relations, Marketing and Promotion

AEM 247 – Financial Management in Arts and Entertainment Management

AEM 248 – Resource Development in Arts and Entertainment Management

AEM 249 – Fundamentals of Artist Development

AEM 252 – Tour Management

Presented by: Jennifer Nesselroad

The pre-requisites of both AEM 240 and AEM 241 are being revised to indicate “successful completion of 30 AEM credits, ENGL 100 and TECT 151 or THTR 151”. Also, the evaluation profile has been revised to include participation in online forum discussions, the completion of 490 hours, and the requirement to submit monthly logbooks and reports.

The pre-requisites of AEM 245 are being revised to indicate “successful completion of 21 AEM credits, ENGL 100 and TECT 151 or THTR 151”. The embedded general education components have been listed, and a statement has been added to the general course objectives. Also, learning outcomes have been added.

The pre-requisites of AEM 247 are being revised to indicate “successful completion of 21 AEM credits, ENGL 100 and TECT 151 or THTR 151”. The embedded general education components have been listed, and a statement has been added to the general course objectives. Also, learning outcomes have been added.

The pre-requisites of AEM 248 are being revised to indicate “successful completion of 21 AEM credits, ENGL 100 and TECT 151 or THTR 151”. The embedded general education components have been listed, and a statement has been added to the general course objectives. Also, learning outcomes have been added.

The pre-requisites of AEM 249 are being revised to indicate “successful completion of 21 AEM credits, ENGL 100 and TECT 151 or THTR 151”. The embedded general education components have been listed, and a statement has been added to the general course objectives. Also, learning outcomes have been added.

The pre-requisites of AEM 252 are being revised to indicate “successful completion of 21 AEM credits, ENGL 100 and TECT 151 or THTR 151”. The embedded general education components have been listed, and a statement has been added to the general course objectives. Also, learning outcomes have been added.

Jennifer Moore moved and Peter Holden seconded that:

10/13 The revisions to AEM 240 Practicum in Arts and Entertainment Management I, AEM 241 Practicum in Arts and Entertainment Management II, AEM 245 Media Relations, Marketing and Promotion, AEM 247 Financial Management in Arts and Entertainment Management, AEM 248 Resource Development in Arts and Entertainment Management, AEM 249 Fundamentals of Artist Development and AEM 252 Tour Management be recommended for approval to the Senate.

CARRIED

7. ARTS AND ENTERTAINMENT MANAGEMENT

Arts and Entertainment Management Diploma Program Graduation Profile

Presented by: Jennifer Nesselroad

The Arts and Entertainment Management Diploma Program graduation profile presented to SCC shows the transition changes from the old profile to the previously approved revised profile. As the students in the 200730 – 200920 cohort completed the first and second terms of the old program profile, and the third through fifth terms in the new program profile, the presented Arts and Entertainment Management Diploma Program graduation profile was created to reflect the transition year.

Rorri McBlane moved and Jennifer Moore seconded that:

- 10/14** The Arts and Entertainment Management Diploma Program graduation profile be recommended for approval to the Senate.

CARRIED

8. TOURISM AND OUTDOOR RECREATION

Bachelor of Tourism Management Degree Program Profile

Presented by: Susan Hogan

The revision to the Bachelor of Tourism Management Degree program profile consists of re-aligning courses within the first 60 credits of the program to allow students in the degree program more flexibility if they choose to apply for a Tourism Management Co-op Diploma.

Peter Holden moved and Jennifer Moore seconded that:

- 10/15** The revision to the Bachelor of Tourism Management Degree Program Profile be recommended for approval to the Senate.

CARRIED

REC 175 – Guiding and Teaching for Mountain Biking
 TOUR 170 – Mountain Bike Park/Trail Design and Building I
 TOUR 172 – Park/Trail Design and Building II
 Mountain Bike Operations Program Profile
Presented by: Susan Hogan

The pre-requisites of REC 175 Guiding and Teaching for Mountain Biking are being revised to include REC 263 Wilderness First Aid as a pre-requisite with concurrency.

TOUR 170 Mountain Bike Park/Trail Design and Building I is being revised to include REC 263 as a pre-requisite with concurrency. TOUR 172 Park/Trail Design and Building II is being revised to include REC 263 and TOUR 170 as pre-requisites. Also, as a Laboratory Supervisor is being hired for TOUR 170 and 172, the method of delivery for the courses is being revised to indicate lecture and laboratory.

The program profile was presented for information only.

Anna Lee Boulton moved and Peter Holden seconded that:

- 10/16** The revisions to the pre-requisite of REC 175 Guiding and Teaching for Mountain Biking, TOUR 170 Mountain Bike Park/Trail Design and Building I, TOUR 172 Park/Trail Design and Building II be recommended for approval to the Senate.

CARRIED

9. CONTINUING EDUCATION

WRTG 91101 – How to Really Earn Income as a Magazine Writer
 WRTG 91201 – Literary Reading Series – The Mad Woman in the Attic
 CAYG 1630 – Lego Robotics
 CAYG 16401 – Tykes with Mics
 CAYG 16601 – Holiday Hoopla
 CAYG 16701 – Clay Creation
 CAYG 16801 – Hogwarts's Travelling School of Magic
 CAYG 16901 – Chemistry Concoctions
 CAYG 17201 – Inventor's Closet

CAYG 17501 – Mandarin for Kids
 CAYG 26301 – Advanced Lego Robotics
 CAYG 52901 – Serious Fun Comedy Club
 CAYG 53001 – Narrative in Cyberspace
Presented by: Lynn Moran

WRTG 91101 How to Really Earn Income as a Magazine Writer and WRTG 91201 Literary Reading Series – The Mad Woman in the Attic are two new continuing education courses which will be offered at the Sechelt campus.

CAYG 1630 Lego Robotics, CAYG 16401 Tykes with Mics, CAYG 16601 Holiday Hoopla, CAYG 16701 Clay Creation, CAYG 16801 Hogwart's Travelling School of Magic, CAYG 16901 Chemistry Concoctions, CAYG 17201 Inventor's Closet, CAYG 17501 Mandarin for Kids, CAYG 26301 Advanced Lego Robotics, CAYG 52901 Serious Fun Comedy Club, CAYG 53001 Narrative in Cyberspace are Serious Fun Summer Camp courses for kids.

SCC requested that, in future, there should be broader consultation with other departments regarding new continuing education courses that may relate to current credit courses that are being offered.

Anna Lee Boulton moved and Violet Jessen seconded that:

10/17 The new Continuing Education courses, WRTG 91101 How to Really Earn Income as a Magazine Writer, WRTG 91201 Literary Reading Series – The Mad Woman in the Attic, CAYG 1630 Lego Robotics, CAYG 16401 Tykes with Mics, CAYG 16601 Holiday Hoopla, CAYG 16701 Clay Creation, CAYG 16801 Hogwart's Travelling School of Magic, CAYG 16901 Chemistry Concoctions, CAYG 17201 Inventor's Closet, CAYG 17501 Mandarin for Kids, CAYG 26301 Advanced Lego Robotics, CAYG 52901 Serious Fun Comedy Club and CAYG 53001 Narrative in Cyberspace be recommended for approval to the Senate.

CARRIED

10. LEGAL STUDIES/PARALEGAL PROGRAM

LAW 110 – Legal Analysis
 Paralegal Certificate Program Profile
 Paralegal Diploma Program Profile
 Paralegal Degree Program Profile
Presented by: John Fairlie

LAW 110 Legal Analysis is being revised from 1.5 credits to 3 credits. As this is a key foundational course, it was determined that students required more time in order to be successful in the course.

Peter Holden moved and Anna Lee Boulton seconded that:

10/18 The revisions to LAW 110 Legal Analysis be recommended for approval to the Senate.

CARRIED

In order to improve the curricula in the Paralegal Certificate, Diploma and Degree programs, and to ensure consistency between them, some minor revisions were requested to the profiles. The revisions include removing the Legal Communications (CMNS 116) course from the Degree and Diploma

profiles, and switching LAW 400 from Term 8 to Term 7. The revisions for the Certificate consist of adding Legal Analysis and Torts 1 as core courses and adding two new electives courses.

Rorri McBlane moved and Jennifer Moore seconded that:

- 10/19** The revisions to the Paralegal Certificate Program Profile, Paralegal Diploma Program Profile and Paralegal Degree Program Profile be recommended for approval to the Senate.

CARRIED

11. COMMUNICATIONS

CMNS 185 – Presentation Skills for Public Speaking
 CMNS 255 – Interpersonal Communication
 CMNS 285 – Advanced Presentation Skills
 CMNS 295 – The Culture of Advertising
 CMNS 330 – Communication Ethics
 CMNS 331 – Communication Policy and Law
 CMNS 333 – Negotiation and Mediation
 CMNS 352 – Organizational Communication
 CMNS 355 – Intercultural Communication
 CMNS 362 – Design and Practice in Communication Research
 CMNS 380 – Applied Cultural Criticism
 CMNS 390 – Publishing for the 21st Century
 CMNS 395 – Public and Media Relations
 CMNS 412 – Special Topics in Communication Studies
 CMNS 431 – Project Group in Communication Policy and Law
 CMNS 433 – Project Group in Risk and Crisis Communication
 CMNS 453 – Project Group in New Media
 CMNS 490 – Project Group in Publishing
 CMNS 495 – Project Group in Media Campaigns
 CMNS 498 – Communication Internship
 CMNS 499 – Undergraduate Thesis
 Bachelor of Communication Studies
Presented by: Ted Hamilton

The full program proposal for the Bachelor of Communication Studies was presented to the Committee. This is a new 120-credit, full-time degree program which will combine theory of and practice in communication as a foundation for professional communication practice.

SCC reviewed the package of courses submitted for the new degree. During the review, there was an issue regarding the pre-requisites of the 300 and 400 level communication courses and it was suggested that the pre-requisites be revised.

Sheila Ross moved and Karin Jager seconded that:

All the courses that have pre-requisites listed as 30 transferable university credits be changed to 45 university credits.

Upon further discussion, the motion was superseded with the revised motion.

Anna Lee Boulton moved and Jennifer Moore seconded that:

- 10/20** The pre-requisites for all 300 and 400 level communication courses that do not have specific pre-requisites be 45 credits of

CARRIED

post-secondary education at 100 level or higher.

Since the operational details were not distributed to Committee members for their review prior to the meeting, the committee requested that, as a requirement before approval of the courses, the operational details be reviewed to ensure compliancy with Senate policy.

Marion Haythorne moved and Jennifer Moore seconded that:

- 10/21** Course approvals of the Communication Studies Degree are subject to verification by the Chair and Committees Clerk that the operational details in the package submitted are compliant with Senate policy.

CARRIED

Subsequent to the SCC meeting, the Chair and Committees Clerk met and reviewed the submitted operational details; it was found that they were in compliance with Senate policy.

In reviewing the proposed new courses, SCC members expressed concern with two courses, specifically, CMNS 295 The Culture of Advertising and CMNS 355 Intercultural Communication.

Members noted that both courses, CMNS 295 and CMNS 355, required further consultation and discussion with various other departments.

Sheila Ross moved and Marion Haythorne seconded that:

CMNS 295 The Culture of Advertising be recommended for approval to the Senate.

DEFEATED

Anna Lee Boulton moved and Jennifer Moore seconded that:

CMNS 355 Intercultural Communication be recommended for approval to the Senate.

DEFEATED

As well, the Committee requested that CMNS 362 course number be revised to CMNS 462.

Marion Haythorne moved and Sheila Ross seconded that:

- 10/22** The revision to CMNS 185 Presentation Skills for Public Speaking and the remaining new courses, CMNS 255 Interpersonal Communication, CMNS 285 Advanced Presentation Skills, CMNS 330 Communication Ethics, CMNS 331 Communication Policy and Law, CMNS 333 Negotiation and Mediation, CMNS 352 Organizational Communication, CMNS 362 Design and Practice in Communication Research, CMNS 380 Applied Cultural Criticism, CMNS 390 Publishing for the 21st Century, CMNS 395 Public and Media Relations, CMNS 412 Special Topics in Communication Studies, CMNS 431 Project Group in Communication Policy and Law, CMNS 433 Project Group in Risk and Crisis Communication, CMNS 453 Project Group in New Media, CMNS 490 Project Group in Publishing, CMNS 495 Project Group in Media Campaigns, CMNS 498 Communication Internship and CMNS 499 Undergraduate Thesis, and the number change to CMNS 362 to

become 462, be recommended for approval to the Senate.

CARRIED

The hard work during the past two years and collective effort in putting this program together was acknowledged, especially contributions from Paul Dangerfield (former Dean of Business), Graham Fane and Mary Giovannetti.

Itidal Sadek moved and Anna Lee Boulton seconded that:

10/23 Final approval of the Bachelor of Communication Studies, with changes as noted, be recommended for approval to the Senate.

CARRIED

FOLLOW-UP ITEMS

None.

INFORMATION ONLY

Information Item #1

Rehabilitation Assistant Program Profile – scheduling change

Information Item #2

Special Education Assistant Program Profile – now being offered in Sunshine Coast and North Vancouver and course order change

Information Item #3

Biology 110 and Biology 111 labelled General Biology I and General Biology II, respectively.
Biology 106 and 107 should indicate Introductory Biology I and II.
Remove the “I” from Human Biology, Biology 104.

There being no further business, the meeting concluded at 3:40 pm.

Next Meeting: April 16, 2010.