



SENATE CURRICULUM COMMITTEE MEETING
 Friday, April 25, 2014 1:00 pm LB145

MINUTES

- PRESENT:** Jean Bennett (Chair), Carol Aitken, Deanna Baxter, Susan Bell, Karmen Blackwood, Kim Bothen, Chris Bottrill, Anna Lee Boulton, Annabella Cant, Rick Gale, Jerome Genz, Meike Wernicke-Heinrichs, Debbie Jamieson, Karen McCredie, Heather Plume, Natahsha Prakash, Cheryl Schreder, Jenna Theny, Recording Secretary: Mary Jukich
- REGRETS:** Graham Fane, Devon Gregory, Karin Hall, Alison Parry, Maggie Reagh, Michael Thoma, Tammy Towill
- GUESTS:** Lucy Alderson, Betsy Alkenbrack, Paola Portaro Camet, Julia Denholm, John Fairlie, Christy Goerzen, Jeanne Mikita, Gary Palmer, Lindy Tucker, Sandra Seekins, Andrea Westcott
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The Chair called the meeting to order at 1:00 p.m.

1. APPROVAL OF AGENDA

*On the motion of Anna Lee Boulton and seconded by Jerome Genz :
 The amended Agenda was approved.*

CARRIED

2. MINUTES

Deanna Baxter should have been recorded as presented.
 On page 10,

*On the motion of Natahsha Prakash and seconded by Karen McCredie:
 The amended Minutes of the March 21, 2014 meeting were
 approved.*

CARRIED

3. 2014 Members Term

The following members will begin a new two year term, beginning in August 2014:

Debbie Jamison	Applied Business, Legal Studies, Communications
Jerome Genz	Global Stewardship, Public Administration & Human Kinetics
Karin Hall	Library
Kim Bothen	Performing Arts



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Susan Bell	Tourism and Outdoor Recreation Management
Pascal Milelli	Art and Design
Maggie Reagh	Access and Academic Preparation
Natahsha Prakash	Student
Jenna Theny	Student

Draft 2015 Meeting Schedule

Members reviewed the draft 2015 meeting schedule and, as no concerns were noted, the proposed dates will be scheduled for 2015.

Members discussed the possibility of permanently changing the SCC meeting start time to 12:00 noon. Support was indicated for the change and, by a show of hands, it was agreed that beginning with the May 23, 2014 meeting, the start time of the SCC meetings will be permanently changed to 12:00 noon.

To accommodate faculty returning from the summer break, the previously scheduled August 15th meeting date was changed to August 22nd.

Members were reminded that the 2014/15 calendar deadline was extended to the April SCC and May Senate meeting.

4. LINGUISTICS

FNLG 104 – The Lil'wat Language III (Ucwalmicwts III)

FNLG 105 – The Lil'wat Language IV (Ucwalmicwts IV)

Presented by: Meike Wernicke-Heinrichs

FNLG 104 The Lil'wat Language III (Ucwalmicwts III) and FNLG 105 The Lil'wat Language IV (Ucwalmicwts IV) are two new courses that will form part of the Lil'wat Nation Language and Culture Certificate, previously approved.

Meike Wernicke-Heinrichs moved and Anna Lee Boulton seconded that:

14/51 The two new courses, FNLG 104 The Lil'wat Language III (Ucwalmicwts III) and FNLG 105 The Lil'wat Language IV (Ucwalmicwts IV) be recommended for approval to the Senate.

CARRIED



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5. TOURISM

Tourism Marketing Citation – Admission Requirements

Presented by: Susan Bell

The admission requirements of the Tourism Marketing Citation are being revised to better facilitate laddering into the Bachelor of Tourism Management or Tourism Management Co-op Diploma.

Susan Bell moved and Natahsha Prakash seconded that:

14/52 The revisions to the admission requirements of the Tourism Marketing Citation be recommended for approval to the Senate.

CARRIED

6. SCHOOL OF LEGAL STUDIES – PARALEGAL

LAW 115 – Legal Document Processing

LAW 499 – Practicum

LAW 139 – Practicum in Criminal Law Practice and Procedure

LAW 140 – Family Law and Procedures

LAW 230 – Evidence

LAW 240 – Estates and Procedures

LAW 300 – Contracts I

LAW 310 – Legal Drafting

LAW 315 – Legal Interviewing

LAW 317 – Conflict Resolution

LAW 318 – Meditation in Law and Business

LAW 320 – Creditors' Remedies and Procedures

LAW 330 – Administrative Law

LAW 340 – Company Law

LAW 342 – Corporate Procedures

LAW 344 – Elder Law

LAW 370 – Modern Themes in Canadian Law

LAW 389 – Directed Study I

LAW 400 – Insurance Law I

LAW 410 – Legal Advocacy

LAW 415 – Legal Ethics

LAW 425 – Law Office Procedures

LAW 430 – Aboriginal Law

LAW 440 – Real Property

LAW 442 – Conveyancing Procedures

LAW 450 – Intellectual Property

LAW 460 – International Law

LAW 462 – International Human Rights Law



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LAW 464 – International Women’s Rights Law
 LAW 470 – Philosophy of Law
 LAW 489 – Directed Study II
 Bachelor of Legal Studies (Paralegal) Degree –
 Admission Requirements
 Continuation Requirement
 Graduation Requirement
 Program Profile
 Paralegal Diploma –
 Admission Requirements
 Continuation Requirement
 Graduation Requirement
 Program Profile
 Paralegal Certificate –
 Admission Requirements
 Continuation Requirement
 Graduation Requirement
 Program Profile
 Bachelor of Legal Studies (Paralegal) –
 Laddering of the Legal Administrative Assistant Certificate
Presented by: John Fairlie

As a result of a curriculum review undertaken by the School of Legal Studies as the Bachelor of Legal Studies (Paralegal) degree nears the completion of its first four-year cycle, SCC was requested to approve a series of revisions to courses and the program.

Debbie Jamison moved and Heather Plume seconded that:

14/53 The revisions to LAW 115 Legal Document Processing, LAW 499 Practicum, LAW 139 Practicum in Criminal Law Practice and Procedure, LAW 140 Family Law and Procedures, LAW 230 Evidence, LAW 240 Estates and Procedures, LAW 300 Contracts I, LAW 310 Legal Drafting, LAW 315 Legal Interviewing, LAW 317 Conflict Resolution, LAW 318 Meditation in Law and Business, LAW 320 Creditors’ Remedies and Procedures, LAW 330 Administrative Law, LAW 340 Company Law, LAW 342 Corporate Procedures, LAW 344 Elder Law, LAW 370 Modern Themes in Canadian Law, LAW 389 Directed Study I, LAW 400 Insurance Law I, LAW 410 Legal Advocacy, LAW 415 Legal Ethics, LAW 425 Law Office Procedures, LAW 430 Aboriginal Law, LAW 440 Real Property, LAW 442

CARRIED



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Conveyancing Procedures, LAW 450 Intellectual Property, LAW 460 International Law, LAW 462 International Human Rights Law, LAW 464 International Women's Rights Law, LAW 470 Philosophy of Law, LAW 489 Directed Study II, be recommended for approval to the Senate.

Debbie Jamison moved and Susan Bell seconded that:

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|--------------|---|----------------|
| 14/54 | The revisions to the Bachelor of Legal Studies (Paralegal) Degree – admission requirements, continuation requirement, graduation requirement and program profile be recommended for approval to the Senate. | CARRIED |
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Debbie Jamison moved and Anna Lee Boulton seconded that:

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|--------------|--|----------------|
| 14/55 | The revisions to the Paralegal Diploma – admission requirements, continuation requirement, graduation requirement and program profile be recommended for approval to the Senate. | CARRIED |
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Debbie Jamison moved and Heather Plume seconded that:

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|--------------|---|----------------|
| 14/56 | The revisions to the Paralegal Certificate – admission requirements, continuation requirement and graduation requirement and the program profile be recommended for approval to the Senate. | CARRIED |
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SCC was requested to approve a laddering arrangement between the Legal Administrative Assistant program and the Bachelor of Legal Studies (Paralegal) degree. Under the arrangement between the two programs, a graduate of the Legal Administrative Assistant program could ladder into the second year of the Bachelor of Legal Studies (Paralegal) degree.

Debbie Jamison moved and Anna Lee seconded that:

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|--------------|---|----------------|
| 14/57 | The revisions to the Bachelor of Legal Studies (Paralegal) – Laddering of the Legal Administrative Assistant Certificate be recommended for approval to the Senate. | CARRIED |
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7. ARTS AND ENTERTAINMENT MANAGEMENT

AEM 240 – Practicum in Arts & Entertainment Management I
 AEM 241 – Practicum in Arts & Entertainment Management II
 AEM 245 – Media Relations, Marketing and Promotion
 AEM 247 – Financial Management in Arts and Entertainment
 AEM 248 – Resource Development in Arts and Entertainment
 AEM 249 – Fundamentals of Artist
 AEM 251 – Industry Seminar in Arts and Entertainment Management
 AEM 252 – Introduction to Performing Arts Touring
 Arts and Entertainment Management Diploma Program Profile
 Advanced Arts and Entertainment Management Certificate Program Profile
Presented by; Christy Goerzen

SCC was requested to approve a series of pre-requisite revisions to AEM 240 Practicum in Arts & Entertainment Management I, AEM 241 Practicum in Arts & Entertainment Management II, AEM 245 Media Relations, Marketing and Promotion, AEM 247 Financial Management in Arts and Entertainment, AEM 248 Resource Development in Arts and Entertainment, AEM 249 Fundamentals of Artist, AEM 251 Industry Seminar in Arts and Entertainment Management and AEM 252 Introduction to Performing Arts Touring.

The Arts and Entertainment Management Diploma program profile is being revised to reflect the pre-requisite revisions.

Natahsha Prakash moved and Annabella Cant seconded that:

14/58 The pre-requisite revisions to AEM 240 Practicum in Arts & Entertainment Management I, AEM 241 Practicum in Arts & Entertainment Management II, AEM 245 Media Relations, Marketing and Promotion, AEM 247 Financial Management in Arts and Entertainment, AEM 248 Resource Development in Arts and Entertainment, AEM 249 Fundamentals of Artist, AEM 251 Industry Seminar in Arts and Entertainment Management and AEM 252 Introduction to Performing Arts Touring, be recommended for approval to the Senate.

CARRIED

Jenna They moved and Cheryl Schreder seconded that:

14/59 The revisions to the Arts and Entertainment Management Diploma program profile be recommended for approval to the Senate.

CARRIED



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The Advanced Arts and Entertainment Management Certificate program profile was brought to SCC for review of previously approved revisions and clarification around the credential name change.

Anna Lee Boulton moved and Kim Bothen seconded that:

14/60 The revisions to the Advanced Arts and Entertainment Management Certificate Program Profile be recommended for approval to the Senate.

CARRIED

8. **COMMUNITY DEVELOPMENT AND OUTREACH**

CDCO 021 – CDO Computer Studies Fundamental

CDCO 031 – CDO Computer Studies Intermediate

CDMA 001 – CDO Math Fundamental I

CDMA 002 – CDO Math Fundamental 2

CDMA 003 – CDO Math Fundamental 3

CDMA 004 – CDO Math Fundamental 4

CDMA 005 – CDO Math Fundamental 5

CDMA 006 – CDO Math Fundamental 6

CDEN 001 – CDO English Fundamental 1

CDEN 002 – CDO English Fundamental 2

CDEN 003 – CDO English Fundamental 3

CDEN 004 – CDO English Fundamental 4

CDEN 005 – CDO English Fundamental 5

CDEN 006 – CDO English Fundamental 6

CDEN 031 – CDO English Intermediate

Lucy Alderson / Betsy Alkenbrack

SCC was requested to approve CDO new courses in Fundamental and Intermediate English, Computers and Fundamental Math. The new courses will articulate with ABE and provide better pathways for students into further credit programming at Capilano and other institutions.

During the review of the new English courses, it was noted that the language on the evaluation profile required further clarification. The profiles will be taken back to the department for revision, and once complete, approved by the Dean and Registrar.



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Annabella Cant moved and Cheryl Schreuder seconded that:

- 14/61** The new courses, CDCO 021 CDO Computer Studies Fundamental, CDCO 031 CDO Computer Studies Intermediate, CDMA 001 CDO Math Fundamental I, CDMA 002 CDO Math Fundamental 2, CDMA 003 CDO Math Fundamental 3, CDMA 004 CDO Math Fundamental 4, CDMA 005 CDO Math Fundamental 5, CDMA 006 CDO Math Fundamental 6, CDEN 001 CDO English Fundamental 1, CDEN 002 CDO English Fundamental 2, CDEN 003 CDO English Fundamental 3, CDEN 004 CDO English Fundamental 4, CDEN 005 CDO English Fundamental 5, CDEN 006 CDO English Fundamental 6, and CDEN 031 CDO English Intermediate, subject to the language on the evaluation profile for the English courses being approved by the Dean and the Registrar, be recommended for approval to the Senate. **CARRIED**

9. WOMEN'S & GENDER STUDIES

WGST 204 – Women Write
 WGST 208 – Women and the Law
 WGST 210 – The Psychology of Women and Gender
 WGST 213 – Gender Politics and Policy
 WGST 215 – The Geography of Gender: Global Perspectives
 WGST 222 – Cross-Cultural Perspectives on Gender
 WGST 224 – Women and Health
 WGST 226 – Women and Religion
 WGST 230 – Women, Art and Gender
 WGST 240 – Gender, Science and Technology
 WGST 250 – Gender and Popular Culture
 WGST 302 – Jobs and Gender in a Globalized Economy
 WGST360 – Contemporary Topics in Women's and Gender Studies
 WGST 100 – Introduction to Women's Studies
 WGST 111 – Introduction to Gender Studies
 WGST 220 – Women and the Past: A Historical Survey
Presented by: Jeanne Mikita, Sandra Seekins, Andrea Westcott

In order to better align with practices at other BC post-secondary institutions, and as the content and expectations within the first year courses was more suitable for a 200 level, SCC was requested to approve revision to the course levels of a series of courses, as well as to approve prefix changes in order to reflect the name change of the program.



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During the review, concern was expressed on the differentiation of course levels and, in this regard, it was suggested that dialogue, at an institutional level, begin on the expectations of 100, 200 or 300 level courses and what constitutes work at that level.

Jenna Thyen moved and Susan Bell seconded that:

14/62 The revisions to WGST 204 Women Write, WGST 208 Women and the Law, WGST 210 The Psychology of Women and Gender, WGST 213 Gender Politics and Policy, WGST 215 The Geography of Gender: Global Perspectives, WGST 222 Cross-Cultural Perspectives on Gender, WGST 224 Women and Health, WGST 226 Women and Religion, WGST 230 Women, Art and Gender, WGST 240 Gender, Science and Technology and WGST 250 Gender and Popular Culture, be recommended for approval to the Senate.

CARRIED

SCC was requested to approve two additional courses, WGST 302 Jobs and Gender in a Globalized Economy and WGST360 Contemporary Topics in Women's and Gender Studies.

Natahsha Prakash moved and Meike Wernicke-Heinrichs seconded that:

14/63 The two new courses, WGST 302 Jobs and Gender in a Globalized Economy and WGST360 Contemporary Topics in Women's and Gender Studies be recommended for approval to the Senate.

CARRIED

WGST 100 Introduction to Women's Studies, WGST 111 Introduction to Gender Studies and WGST 220 Women and the Past: A Historical Survey were presented as information items

Information Items

Information Item #1 – TOUR 316 Correction

Course was submitted and approved as TOUR 325 at the April 2014 Senate meeting. The corrected course number is TOUR 316

There being no further business, the meeting concluded at 2:30 pm

Next Meeting: May 23, 2014
