



## SENATE CURRICULUM COMMITTEE MEETING

Friday, December 13<sup>th</sup>, 2019 12:00 pm

Capilano University – Room BR 126

### MINUTES

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- PRESENT:** Deb Jamison (Chair), Sean Ashley, Mohna Baichoo, David Geary, Ferdos Jamali, Urmila Jangra, Jocelyn Hallman, Darcie Hillebrand, Pouyan Mahboubi, Brad Martin, Pascal Milelli, Jennifer Nesselroad, Cass Picken, Alisha Samnani, Caroline Soo, Kyle Vuorinen, Stephen Williams, Recording Secretary, Mary Jukich
- REGRETS:** Shahnaz Darayan, Lara Duke, Keith lam, Bana Nourkeyhani, Graeme Sleep, Lauren Styles
- GUESTS:** Eunice Chin, Tania Loken, Majid Raja, Tim Schouls, Tammy Towill
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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 p.m.

Members were informed that the Universities Canada onsite visit is scheduled for January 16 – 17<sup>th</sup>, 2020, and that there may be a conflict with the January 17<sup>th</sup> SCC meeting date. In this regard, members were requested to indicate their agreement with changing the January SCC meeting to Friday, January 24<sup>th</sup>, 2020.

Work is underway in identifying a replacement for Rachel Yu.

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

*Jennifer Nesselroad moved and Mohna Baichoo seconded:  
To adopt the agenda.*

**CARRIED**

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

*Ferdos Jamali moved and Kyle Vuorinen seconded:  
To adopt the November 15<sup>th</sup>, 2019 minutes.*

**CARRIED**



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#### 4. POLITICAL SCIENCE

POL 111 – Contemporary Ideologies

POL 203 – International Organizations

*Presented by: Tim Schouls*

SCC was requested to approve Cap Core designation under the heading of *Self and Society* to POL 111 – Contemporary Ideologies and POL 203 – International Organizations.

*Stephen Williams moved and Cass Picken seconded:*

**19/82** POL 111 – Contemporary Ideologies and POL 203 – International Organizations be recommended to Senate for approval as Cap Core courses under the heading *Self and Society*.

**CARRIED**

#### TOURISM MANAGEMENT FOR INTERNATIONAL STUDENTS

Tourism Management for International Students Diploma Program Profile

*Presented by: Tania Loken*

The Tourism Management for International Students Diploma program profile is being revised to incorporate changes suggested by current students, alumni and industry partners. The following revisions were presented for approval:

- Adding a 3<sup>rd</sup> lower level Tourism elective course;
- Removing TOUR 113 as a required course;
- Adding MATH 123 and removing TOUR 216
- Adding a summer break
- Moving the Capstone practicum (TOUR 150) to the final semester

*Jennifer Nesselroad moved and Urmila Jangra seconded:*

**19/83** The revisions to the Tourism Management for International Students Diploma Program Profile be recommended to Senate for approval.

**CARRIED**

#### 6. SCHOOL OF TOURSIM MANAGEMENT

TOUR 456 – Land Use and Tourism Operations

*Presented by: Mohna Baichoo*



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The prerequisites for TOUR 456 – Land Use and Tourism Operations are being revised from 75 to 60 credits of 100-level or higher coursework. The revisions will allow students to enroll in TOUR 456 in year 3 or 4, as well as provide students with the flexibility to take courses more aligned with their graduation plans.

During the review, it was suggested that an explanation be provided with respect to the participation mark on page 3 of the course outline.

*Darcie Hillebrand moved and Pascal Milelli seconded:*

**19/84** The revisions to the prerequisites for TOUR 456 – Land Use and Tourism Operations from 75 to 60 credits of 100-level or higher coursework be recommended to Senate for approval.

**CARRIED**

#### 7. **BIOLOGY**

BIOL 241 – Pathology I

BIOL 242 – Pathology II

*Presented by: Eunice Chin*

SCC was requested to approve splitting the current Pathology course (BIOL 240) into two separate courses, BIOL 241 and BIOL 242, effective Fall 2020, with BIOL 241 being offered in Fall 2020 and BIOL 242 in Spring 2021.

On review and discussion, concern was raised with respect to possible overlapping of course material and credit if a student takes BIOL 240 and 241. In this regard, it was requested that the following course note be added to the BIOL 241 course outline: “BIOL 241 is equivalent to BIOL 240. Duplicate credit will not be granted for this course and BIOL 240.”

*Jocelyn Hallman moved and Carolyn Soo seconded:*

**19/85** The new courses, BIOL 241 – Pathology I and BIOL 242 – Pathology II be recommended to Senate for approval, with the proviso that the course note regarding equivalency of BIOL 240 and BIOL 241 be added to the BIOL 241 course outline, as well as Cap Core designation under the heading *Science and Technology* and science designation.

**CARRIED**  
**1 Abstention**



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#### 8. CSB – GRAD PROGRAMS

NABU 310 – NA Business Law

NABU 320 – Fundamentals of Finance and Accounting

NABU 390 – NA Workplace Preparation

NABU 340 – North American Financial Management

NABU 404 (was 504) – Strategic Management, Value Chain and Social Sustainability

NABU 470 – North American Business Policy & Strategy

NABU 490 – North American Business Practicum Work Experience II

BFIN 341 – Cost Accounting I

BFIN 353 – International Finance

BFIN 441 – Investment Strategies

North American Business Management Post Baccalaureate Diploma  
Program Profile

North American Business Management Applied Post Baccalaureate Diploma  
Program Profile

North American and International Management Graduate Diploma  
Program Profile

*Presented by: Tammy Towill/Majid Raja*

In addition to the new courses and revisions to various other courses, SCC was also requested to approve a series of revisions to the North American Business Management Post Baccalaureate Diploma program profile, North American Business Management Applied Post Baccalaureate Diploma program profile, and the North American and International Management Graduate Diploma program profile. The revisions will better support the unique learning styles and backgrounds of a diverse group of international students taking these programs, and will also create a structure that is less administratively onerous while better ensuring student success.

During the review of NABU 404, a suggestion was made that, during the program review, consideration be given to rewriting the learning outcomes as they are currently written with wording that reflects 100/200 concepts.

*Darcie Hillebrand moved and Kyle Vuorinen seconded:*

**19/86** The new courses, NABU 310 – NA Business Law, NABU 320 – Fundamentals of Finance and Accounting, and NABU 390 – NA Workplace Preparation be recommended to Senate for approval.

**CARRIED**



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*Jennifer Nesselroad moved and Ferdos Jamali seconded:*

**19/87** The prerequisite revisions to NABU 340 – North American Financial Management, NABU 470 – North American Business Policy & Strategy, NABU 490 – North American Business Practicum Work Experience II, BFIN 341 – Cost Accounting I, BFIN 353 – International Finance, and BFIN 441 – Investment Strategies, and the level change for NABU 404 – Strategic Management, Value Chain and Social Sustainability, be recommended to Senate for approval.

**CARRIED**

*Darcie Hillebrand moved and Cass Picken seconded:*

**19/88** The revisions to the program profiles for the North American Business Management Post Baccalaureate Diploma, the North American Business Management Applied Post Baccalaureate Diploma, and the North American and International Management Graduate Diploma be recommended to Senate for approval.

**CARRIED**

#### 9. INFORMATION ITEMS

##### (a) Discontinuation of the Language Proficiency Index (LPI)

*Presented by: Kyle Vuorinen*

SCC was informed that as of April 2020, the Language Proficiency Index (LPI) test will no longer be offered. Paragon will focus more on the Canadian Academic English Language (CAEL) test as the best option for students to use to meet PSI English language requirements. As a result, the following programs were requested to review their admission requirements to determine if any changes are required and, if so, to ensure that those admission requirement changes are brought to SCC no later than March 2020:

- Accounting Assistant Diploma
- Business Administration Diploma
- Outdoor Recreation Management Diploma
- Paralegal Diploma
- Paralegal Certificate
- Paralegal Online Certificate



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- Tourism Management Co-Op Diploma
- Business Admin (Advanced) Certificate
- Business Administration Bachelor Degree
- Tourism Management Bachelor Degree

**(b) Continuing Studies Report**

The Continuing Studies Report indicates some of the CSEE courses that are being developed.

**(c) TOUR 220 – Course Revisions**  
(evaluation profile and course content)

**(d) ASAS 120, ASAS 220, ASAS 321, MUTH 127 – Course Revisions**  
(calendar descriptions and learning outcomes)

A question was raised with respect to indigenous content of the courses. It was noted that work is underway in developing a process for consultation.

**10. BUSINESS ITEMS**

None

There being no further business, the meeting was adjourned at 1:00 pm.

**Next Meeting: Friday, January 24<sup>th</sup>, 2020**

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