



SENATE CURRICULUM COMMITTEE MEETING

Friday, December 17, 2010 1:00 pm LB321

MINUTES

PRESENT: Jackie Snodgrass (Chair), Robert Campbell, Marion Haythorne, Peter Holden, Rita Isola, Karin Jager, Violet Jessen, Lynn Jest, Wendy Lynn, Rorri McBlane, Karen McCredie, Jennifer Moore, Maggie Reagh, Sheila Ross, Michael Thoma, Milton Williams, Recording Secretary: Frances Corlett

REGRETS: Anna Lee Boulton, Graham Fane, Noah Fine, Karen Hall, Grace McNab, Ghazal Thodi

GUESTS: Dwight Gardiner, Nick Kendall, Lynne Moran, Craig Timmons

The meeting was called to order. The Chair welcomed Karen McCredie, Registrar to Capilano University and the Senate Curriculum Committee.

1. APPROVAL OF AGENDA

*On the motion of Jennifer Moore and seconded by Robert Campbell:
the Agenda was approved.*

CARRIED

2. MINUTES

*On the motion of Rorri McBlane and seconded by Milton Williams:
the Minutes of the meeting of November 19, 2010 were approved.*

CARRIED

3. ESL

ESL Admissions Requirements
Presented by: Maggie Reagh

The ESL Dept. brought forward a motion to officially change the Admissions Requirements for ESL/Academic Preparation from ELA 60 to ELA 57. There is no actual change to what is currently in place, only to amend what is recorded.

Lynn Jest moved and Sheila Ross seconded that:

10/83 The revision to the ESL Department English Language Requirements from a minimum ELA of 60 to 57 be recommended for approval to the Senate.

CARRIED

4. APPLIED BUSINESS TECHNOLOGY

Presented by: Marion Haythorne

LGST 125 – Virtual Legal Office

Robert suggested that minor revisions be made to “Faculty of Business Policies, Penalties for Cheating and Plagiarism” to confirm to Senate Policy.

Milton Williams moved and Robert Campbell seconded that:

10/84 The new course, LGST 125 Virtual legal Office, with revisions as suggested be recommended for approval to the Senate.

CARRIED

Legal Administrative Assistant Program Profile

Marion explained the intent of these courses is to create a new program out of two older ones. The department identified a need to modernize the program and make it relevant to new technology. The result is the new Program Profile presented to SCC, incorporating the changes including creating a “virtual” office setting to aid the students in entering the workplace.

Rorri McBlane moved and Jennifer Moore seconded that:

10/85 The Legal Administrative Assistant Program be recommended for approval to the Senate.

CARRIED

5. LINGUISTICS

Presented by: Dwight Gardner

LING 200 – Introduction to Phonology

LING 201 – Introduction to Syntax

LING 202 – Exploration in English Etymology

All three linguistics courses presented are new and to be offered in the second year. They were developed at the request of students.

Sheila Ross moved and Robert Campbell seconded that:

10/86 The new courses, LING 200, LING 201, LING 202 be recommended for approval to the Senate.

CARRIED

6. DIGITAL ANIMATION

Presented by: Craig Timmons and Nik Kendall

VFX 100 – Visual Effects Foundation I

VFX 110 – Digital Compositing I

VFX 120 – Visual Effects Modelling and Texturing I

VFX 130 – Visual Effects Animation I

VFX 140 – Digital Matte Painting

VFX 101 – Visual Effects Foundation II

VFX 111 – Digital Compositing II
VFX 121 – Visual Effects Modelling and Texturing II
VFX 131 – Visual Effects Animation II

Craig gave a brief overview of the diploma program. It was created out of collaboration between the animation and film department to give students the ability to work in the industry. There is space allocated in the new Film building for the program with a class max. of 25.

Jackie reminded the members that the University now requires that all courses developed for a program need to be included in a program proposal before they are presented to SCC, not just first year courses. Revisions to the Degree Proposal Flow Chart and template will be made to reflect this change.

Discussion from SCC members arose about several of the proposed new courses for Digital Animation as follows:

VFX 100 – Visual Effects Foundation I

Questions were asked about the course format. Craig clarified that at this time there is four face to face contact hours during the 15 week. In future there may be a 4th hour activity hour.

VFX 110 – Digital Compositing I

Craig answered questions about the content of assignments, and course outlines for the first and second year, specifically regarding English 100.

Digital Visual Effects Diploma

Jennifer Moore thanked the Registrar, Enrolment Services, and Jackie Snodgrass for their efforts so the Digital Visual Effects Diploma could be presented at this SCC meeting. The 2nd year courses will be presented in January in order to get the FPP into PSIPS.

Jennifer Moore moved and Michael Thoma seconded that:

10/87 The new Digital Visual Effects courses VFX 100 – Visual Effects Foundation I, VFX 110 – Digital Compositing I, VFX 120 – Visual Effects Modelling and Texturing I, VFX 130 – Visual Effects Animation I, VFX 140 – Digital Matte Painting, VFX 101 – Visual Effects Foundation II, VFX 111 – Digital Compositing II, VFX 121 – Visual Effects Modelling and Texturing II, and VFX 131 – Visual Effects Animation II be recommended for approval to the Senate.

CARRIED

Jennifer Moore moved and Peter Holden seconded that:

10/88 The Full Program Proposal for the Digital Visual Effects Diploma as presented be recommended for approval to the Senate.

CARRIED

CONTINUING EDUCATION

Presented by: Lynne Moran

HTHG 90901 – What Now? Life for Women After 50

HTHG 90701 – What is Addiction?

WRTG 12501 – Government and Corporate Communication

GNLG 91301 – Made in Canada Leadership

FATG 11401 – Midnight Movie Madness and the Cult Film

GNLG 91401 – Social Justice 101

BCMG 90801 – Business Communications for New Canadians

Discussion from SCC members arose about several of the proposed new courses for Continuing Education as follows:

HTHG 90901 – What Now? Life for Women After 50

On review of the new course, the aptness of the title (What Now? Life for Women after 50) was questioned. It was observed that the title seems indicate that this is a self-awareness course, but the focus in the course material is on writing. Lynne Moran agreed with this remark, but stated that the instructor wanted to use this title, perhaps to attract an audience. Lynne will take back the observations from SCC to the instructor.

The Registrar requested that the Short Title for the course be reduced to 30 characters or less in length. Continuing Education will follow-through on this.

HTHG 90701 – What is Addiction?

Robert Campbell noted that the reading materials in this course are fairly demanding, not just in quantity, but in their in-depth content. It appears that if you enroll in this course you will have to do a lot of work to get the most out of it. This isn't usual for a credit-free course.

The course is directed to people who want to acquire information about addiction, and is a proposed as a general information course in Sechelt.

WRTG 12501 – Government and Corporate Communication

Wendy Lynn noted the importance of researching the use of correct statistical methods used in the course. Continuing Education will take this observation back to the instructor to ensure that the course statistics are accurate and interpreted correctly.

The Registrar requested that the Short Title for the course be reduced to 30 characters or less in length. Continuing Education will follow-through on this.

FATG 11401 – Midnight Movie Madness and the Cult Film

The Registrar noted that the Course Approval Form doesn't have a Short Title. Continuing Education will follow-up on this. It was also observed that there isn't a space to indicate what campus the courses are being offered on. Lynn Jest and Lynne Moran agreed that this was a good idea to discuss further.

BCMG 90801 – Business Communications for New Canadians

Peter Holden commented on the "Course Pre-Requisite – Communication with instructor to assess suitability of course for potential student". After further discussion on how this is handled (telephone interview with instructor to find

out if the student is qualified to come into the program), and on what basis the student is assessed for admittance to the course (ability to understand basic English), it was agreed upon that the Pre-Requisite needs to be re-written for clarification and consistency. Recommended language is to incorporate the phrase "Oral assessment and permission of instructor."

Maggie Reagh, ESL, will share the steps and questions they have established for admitting students into ESL programs with Lynne Moran to assist her with re-writing the Pre-Requisite for this proposed course for new Canadians.

Karen McCredie noted that the Short Title is longer than the maximum of 30 characters. Continuing Education will follow-through on this.

Peter Holden moved and Jennifer Moore seconded that:

10/89 With recommended revisions to short titles and clarification of pre-requisites for HTHG 90901, WRTG 12501, and FATG 11401, BCMG 90801 that the Continuing Education courses HTHG 90901 – What Now? Life for Women After 50, HTHG 90701 – What is Addiction?, WRTG 12501 – Government and Corporate Communication, GNLG 91301 – Made in Canada Leadership, FATG 11401 – Midnight Movie Madness and the Cult Film, GNLG 91401 – Social Justice 101, BCMG 90801 – Business Communications for New Canadians be recommended for approval to the Senate.

CARRIED

FOLLOW-UP ITEMS

None

INFORMATION ITEMS

None

There being no further business, the meeting concluded at 1:40 pm.

Next Meeting: January 21, 2011.
