



**SENATE CURRICULUM COMMITTEE MEETING**  
**Friday, February 20, 2015 12:00 Room – LB321**

**MINUTES**

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**PRESENT:** Jean Bennett (Chair), Deanna Baxter, Susan Bell, Karmen Blackwood, Chris Bottrill, Annabella Cant, Marnie Findlater, Rick Gale, Jerome Genz, Karin Hall, Debbie Jamison, Karen McCredie, Pascal Milelli, Heather Plume, Natahsha Prakash, Maggie Reagh, Cheryl Schreader, Michael Thoma, Michael Victor, Recording Secretary: Mary Jukich

**REGRETS:** Kim Bothen, Julia Denholm, Sacha Fabry, Nanci Lucas, Aurelea Mahood, Jeff Ross

**GUESTS:** Stuart Aikins, Joseph Fall, Sylvia Kind, Paul McMillan, Kathy Moscrip, Corey Muench

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The Chair called the meeting to order at 12:00

**1. APPROVAL OF AGENDA**

Item #5 Computing Science was moved to Item #4

*Natahsha Prakash moved and Debbie Jamison seconded that:  
**The amended agenda be approved.***

**CARRIED**

**2. MINUTES**

*Michael Thoma moved and Jerome Genz seconded that::  
**The Minutes of the January 16, 2015 meeting be approved.***

**CARRIED**

**3. PSYCHOLOGY**

PSYC 332 – Reconstructing the Past: The Psychology of Memory  
*Presented by: Cheryl Schreader*

SCC was requested to approve revisions to PSYC 332 – Reconstructing the Past: The Psychology of Memory to indicate 45 credits at the 100 level or higher coursework which must include PSYC 100. PSYC 101 and/or PSYC 230 are recommended as prerequisites or co-requisite courses.

During the discussion, it was suggested that the Department further consider listing PSYC 230 as a recommended prerequisite or co-requisite course. There were concerns that this might discourage students without PSYC 230 from taking the course.

*Cheryl Schreader moved and Annabella Cant seconded that:*

**15/10** The prerequisite revisions to PSYC 332 – Reconstructing the Past: The Psychology of Memory be recommended for approval to the Senate.

**CARRIED**



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**4. MATH**

MATH 101 – Introduction to Statistics

MATH 105 – Precalculus Mathematics – Modelling Our World

MATH 190 – Mathematics for Elementary Teachers

*Presented by: Deanna Baxter*

The prerequisites of MATH 101 – Introduction to Statistics, MATH 105 – Precalculus Mathematics – Modelling Our World and MATH 190 – Mathematics for Elementary Teachers are being revised as a result of a new mathematics course, MATH 097, which replaces the current Math 091, Math 096 combination, and as the Math and Stat Department removed the older streams of high school math from the prerequisite lists for entry level courses.

*Deanna Baxter moved and Marnie Findlater seconded that:*

**15/11** The prerequisites revisions to MATH 101 – Introduction to Statistics MATH 105 – Precalculus Mathematics – Modelling Our World and MATH 190 – Mathematics for Elementary Teachers be recommended for approval to the Senate.

**CARRIED**

**5. COMPUTING SCIENCE**

COMP 101 – Computers and their Application

*Presented by: Joseph Fall*

COMP 101 – Computers and Their Application is being revised to reflect the actual mode and hours of delivery: 4 hours of lecture and 2 hours of lab.

*Deanna Baxter moved and Cheryl Schreuder seconded that:*

**15/12** The revisions to COMP 101 – Computers and Their Application be recommended for approval to the Senate.

**CARRIED**

**6. SCHOOL OF BUSINESS**

BADM 460 – Business and Society

BADM 470 – Business Policy and Strategy

BADM 465 – Management Decision Making

BADM 466 – Managing Change

BADM 475 – Negotiation Skills

BFIN 411 – Advanced Financial Accounting

BFIN 412 – Assurance & Auditing II

BFIN 431 – Advanced Management Accounting

BFIN 441 – Investment Strategies

BFIN 486 – Retirement and Estate Planning

BMKT 401 – Applied Marketing Methods

BMKT 405 – Marketing Projects in Industry

BMKT 408 – Product Development



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IBUS 405 – Applied Projects in Supply Chain and Logistics  
 IBUS 434 – Advanced Topics in Cross-Cultural Business  
 IBUS 440 – Advanced Topics in International Business  
*Presented by: Heather Plume*

The School of Business presented two prerequisite changes to apply to all 400 level courses in the BBA program, with the exception of BADM 406. The revisions consist of reducing the number of prerequisite credits from 90 credits to 84 credits and increasing the ENGL requirement to be CMNS 220.

*Heather Plume moved and Susan Bell seconded that:*

**15/13** The prerequisite revisions to BADM 460 – Business and Society, BADM 470 – Business Policy and Strategy, BADM 465 – Management Decision Making, BADM 466 – Managing Change, BADM 475 – Negotiation Skills, BFIN 411 – Advanced Financial Accounting, BFIN 412 – Assurance & Auditing II, BFIN 431 – Advanced Management Accounting, BFIN 441 – Investment Strategies, BFIN 486 – Retirement and Estate Planning, BMKT 401 – Applied Marketing Methods, BMKT 405 – Marketing Projects in Industry, BMKT 408 – Product Development, IBUS 405 – Applied Projects in Supply Chain and Logistics, IBUS 434 – Advanced Topics in Cross-Cultural Business, and IBUS 440 – Advanced Topics in International Business be recommended for approval to the Senate.

**CARRIED**

**7. SCHOOL OF BUSINESS**

BADM 102 – Quantitative Methods  
 Bachelor of Business Administration – Admission Requirement  
 Business Administration Diploma – Admission Requirement  
 Business Administration Advanced Certificate – Admission Requirement  
 Accounting Assistant Diploma – Admission Requirement  
*Presented by: Heather Plume*

The prerequisites of BADM 102 – Quantitative Methods are being revised to include the addition of MATH 097.

*Heather Plume moved and Marnie Findlater seconded that:*

**15/14** The prerequisite revisions to BADM 102 – Quantitative Methods be recommended for approval to the Senate

**CARRIED**

The admission requirements of Bachelor of Business Administration, Business Administration Diploma, Business Administration Advanced Certificate and Accounting Assistant Diploma are being revised to indicate the addition of the new math course, MATH 097.



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*Heather Plume moved and Debbie Jamison seconded that:*

- 15/15** The revisions to the admission requirements of Bachelor of Business Administration, Business Administration Diploma, Business Administration Advanced Certificate and Accounting Assistant Diploma be recommended for approval to the Senate. **CARRIED**

**8. BIOLOGY**

BIOL 305 – Ecological Principles for Sustainability  
*Presented by: Paul McMillan*

BIOL 305 – Ecological Principles for Sustainability is a new course developed as a result of a request from the LSBA steering committee for a new science course, and is intended for third and fourth year students in any University degree program.

*Cheryl Schreder moved and Michael Thoma second that:*

- 15/16** The new course, BIOL 305 – Ecological Principles for Sustainability be recommended for approval to the Senate. **CARRIED**

**9. IDEA**

IDES 211 – Technology Intensive I  
*Presented by: Pascal Milelli*

IDES 211 – Technology Intensive I is being revised to include a prerequisite to ensure that students have basic Macintosh and Adobe Creative Cloud image making knowledge, and to remove the 5 hours of online instruction since the requirement for online tutorials anticipated during degree development is no longer useful to this course.

*Pascal Milelli moved and Natahsha Prakash seconded that:*

- 15/17** The revisions to IDES 211 – Technology Intensive I be recommended for approval to the Senate. **CARRIED**

**10. ECCE**

EDUC 475 – Graduating Seminar  
*Presented by: Sylvia*

The pre-requisites and co-requisites of EDUC 475 Graduating Seminar are being revised to ensure that students are entering the course with the appropriate skills, knowledge and competencies to be successful.



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*Annabella Cant moved and Marnie Findlater seconded that:*

- 15/18** The revisions to the prerequisites and co-requisites of EDUC 475 – Graduating Seminar are recommended for approval to the Senate.

**CARRIED**

**11. JAZZ**

JAZZ 422 – Instrumental Pedagogy (Secondary)  
 JAZZ 423 – Choral Pedagogy (Secondary)  
 Bachelor of Music in Jazz Studies – Education Program Profile  
*Presented by: Stuart Aikins*

Previously the Jazz Degree listed 2 UBC courses as part of its program outline. To more consistently reflect how this program is offered and is recorded on the student record two JAZZ courses were presented for approval.

JAZZ 422 – Instrumental Pedagogy (Secondary) and JAZZ 423 – Choral Pedagogy (Secondary). Historically students have transferred these courses into Capilano but now are able to more clearly have their coursework articulated to their student record.

*Heather Plume moved and Jerome Genz seconded that:*

- 15/19** The two new courses, JAZZ 422 – Instrumental Pedagogy (Secondary) and JAZZ 423 – Choral Pedagogy (Secondary) be recommended for approval to the Senate.

**CARRIED**

The Bachelor of Music in Jazz Studies – Education Program Profile is being revised to reflect the addition of the two new courses.

*Marnie Findlater moved and Natahsha Prakash seconded that:*

- 15/20** The revisions to the Bachelor of Music in Jazz Studies – Education Program Profile be recommended for approval to the Senate.

**CARRIED**

**12. ACCESS WORK EXPERIENCE**

EEA 002 – Portfolio  
 EEA 006 – Transition Skills  
 USSD 090 – Foundations for Student Success  
 EEA 001 – Assessment  
 EEA 003 – Employability Skills  
 EEA 004 – Practical Communication Skills for Employment and Education  
 EEA 005 – Work Experience Practicum  
 Access to Work Certificate Program Profile  
*Presented by: Kathy Moscrip*



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SCC was requested to approve revisions to the Access to Work Certificate program. The revisions include the addition of new courses, revisions to existing courses, credit increase from 23 to 25.5, increasing the program from 21 to 30 weeks, as well as changing the program name to Education and Employment Access.

*Maggie Reagh moved and Marnie Findlater seconded that:*

- 15/21** The new courses, EEA 002 – Portfolio, EEA 006 – Transition Skills and USSD 090 – Foundations for Student Success and the revisions to EEA 001 – Assessment, EEA 003 – Employability Skills, EEA 004 – Practical Communication Skills for Employment and Education and EEA 005 – Work Experience Practicum be recommended for approval to the Senate.

**CARRIED**

*Annabella Cant moved and Jerome Genz seconded that:*

- 15/22** The revisions to the Access to Work Certificate Program Profile be recommended for approval to the Senate.

**CARRIED**

**13. PADM**

PADM 309 – Municipal Administration and Community Involvement in BC  
*Presented by: Chris Bottrill*

PADM 309 – Municipal Administration and Community Involvement in BC is a new upper year elective course and is the first PADM course designed specifically for undergraduate students.

*Chris Bottrill moved and Michael Victor seconded that:*

- 15/23** The new course, PADM 309 – Municipal Administration and Community Involvement in BC, be recommended for approval to the Senate.

**CARRIED**

**14. EAP**

EAP to Business Administration Pathway  
 EAP to Early Childhood Care & Education Pathway  
*Presented by: Corey Muench*

The EAP to Business Administration Pathway is being revised to allow more flexibility in the courses it offers from term to term by making the list of required courses less specific and more generic.

The EAP to Early Childhood Care & Education Pathway is being revised to indicate a change in the number of credits required to complete the Pathway



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from 33 to 30. This will allow students to spend more time on ECCE courses. SCC advised the department to consider whether or not Foundations was the most appropriate term to replace Pathway in the program names.

*Maggie Reagh moved and Heather Plume seconded that:*

**15/24** The revisions to the EAP to Business Administration Pathway and the EAP to Early Childhood Care & Education Pathway be recommended for approval to the Senate.

**CARRIED**

**15. BUSINESS ARISING**

**15.1 Membership Terms Ending August 15, 2015**

The following members have terms ending on August 15, 2015 and need to notify the Committee Clerk if they will continue for a further term, or whether a new representative will be appointed.

Humanities	– Aurelea Mahood
Social Sciences	– Cheryl Schreader
Pure and Applied Sciences	– Deanna Baxter
Motion Picture Arts	– Michael Thoma
Business, International Programs, Projects and Partnerships	– Heather Plume
Health and Education	– Annabella Cant
Student Services	– Jeff Ross

**15.2 Differentiation of Course Outlines (formerly 100/200/300 Level Courses)**

*Presented by: Debbie Jamieson*

The ad hoc committee continues work and will bring back a report to the March meeting.

**15.3 Senate Credential Policy Review Ad Hoc Committee**

*Presented by: Karen McCredie*

The ad hoc committee continues work on reviewing the Senate Credential Policy, and a further update will be brought to the March meeting.

**15.4 2016 Proposed Meeting Dates**

Members reviewed the 2016 SCC meeting schedule and no objections were noted to the proposed meeting dates.



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**15.5 Other Business**

Reminder of the Calendar deadline that any changes to courses and programs to be implemented in the 2015/2016 year need to be submitted by the March SCC meeting for approval at the April Senate meeting.

**16. INFORMATION ITEMS**

Item #1 - Documented Dean's approval for evaluation profile components exceeding maximum in the Course Outlines and Course Approval Policy (single evaluation component and student participation).

Item #2 - Computing Science Diploma program profile correction.

Item #3 - Bachelor of Design in Visual Communication and Visual Communication Advanced Diploma – course order revision in program profiles.

There being no further business, the meeting concluded at 1:45 pm.

**Next Meeting: March 20, 2015**

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