



SENATE CURRICULUM COMMITTEE MEETING
Friday, June 12, 2015 12:00 Room – LB321

MINUTES

PRESENT: Jean Bennett (Chair), Deanna Baxter, Susan Bell, Julia Denholm, Marnie Findlater, Karin Hall, Darcie Hillebrand, Debbie Jamieson, Nanci Lucas, Aurelea Mahood, Pascal Milelli, Maggie Reagh, Cheryl Schreader, Michael Thoma, Recording Secretary: Mary Jukich

REGRETS: Karmen Blackwood, , Kim Bothen Chris Bottrill, Annabella Cant, Sacha Fabry, Rick Gale, Karen McCredie, Jeff Ross, Jerome Genz, Natahsha Prakash,

GUESTS: Bettina Boyle, Heather Ingram, Jennifer Moore, Jessica Zuch

The Chair called the meeting to order at 12:00

1. APPROVAL OF AGENDA

Michael Thoma moved and Susan Bell seconded
The agenda be approved.

CARRIED

2. MINUTES

Debbie Jamison moved and Marnie Findlater seconded:
The Minutes of the May 15, 2015 meeting be approved.

CARRIED

As they will no longer serve on SCC, Heather Plume, Maggie Reagh, Michael Thoma and Cheryl Schreader were thanked for their work and contributions.

The Q-course ad hoc committee will be meeting on August 18th to review courses requesting Q-status, and members were requested to submit any further courses.

3. BACHELOR OF TOURISM MANAGEMENT

Bachelor of Tourism Management Degree – Admission Requirements

Presented by: Susan Bell

The admission requirements of the Bachelor of Tourism Management Degree are being revised to include the new MATH 097 three-credit course.

Susan Bell moved and Marnie Findlater seconded:

15/62 The revision to the admission requirements of the Bachelor of Tourism Management Degree be recommended for approval to the Senate.

CARRIED

4. CONTINUING STUDIES & EXECUTIVE EDUCATION

GNLG 190 – Brewing in a Day

GNLG 191 – Distilling in a Day

AMSG 130 – Adult Jazz Combo Group

EXED 132 – Strategic Data Analysis



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Presented by: Heather Ingram

A series of Continuing Studies & Executive Education courses were presented for approval.

On review of AMMSG 130 – Adult Jazz Combo Group, it was suggested that an indication be made either on the course or calendar description that the course is either for adult or youth admission.

During the review of the courses, it was noted that some of the Continuing Studies and Executive Education courses do not follow the principles of standard learning outcomes language. Accordingly, it was suggested that Continuing Studies and Executive Education courses be prepared using standard language to ensure institution wide consistency for learning outcomes.

Maggie Reagh moved and Pascal Milelli seconded:

15/63 The new Continuing Studies and Executive Education courses, GNLG 190 – Brewing in a Day, GNLG 191 – Distilling in a Day, AMMSG 130 – Adult Jazz Combo Group and EXED 132 – Strategic Data Analysis be recommended for approval to the Senate.

CARRIED

5. FIELD SCHOOLS – SHELL OUTLINE

FDSC 100 – Field School
 FDSC 200 – Field School
 FDSC 300 – Field School
 FDSC 400 – Field School

Presented by: Julia Denholm

SCC was requested to approve 100, 200, 300 and 400 level field school shell course outlines designed to formalize a field school experience that may be associated with any of the University's for-credit courses (new or existing). Field schools will provide students with an opportunity to complete one or more for-credit course(s) in a location that enhances and complements the learning experience. For-credit course content is integrated with the field school experience and the level of the field school is determined by the level of the for-credit course(s). Student transcripts will reflect the for-credit course(s).

On review of the outlines, it was suggested that under "Course Content and For-Credit Course Learning Outcomes", reference to both the Field School component and for the related for-credit course(s) be indicated.

Maggie Reagh moved and Cheryl Schreader seconded:

15/64 The new shell outlines, FDSC 100 – Field School, FDSC 200 –

CARRIED



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Field School, FDSC 300 – Field School, and FDSC 400 – Field School, be recommended for approval to the Senate.

6. BUSINESS ARISING

6.1 Process for Exceptional Approval of Curriculum

Presented by: Jean Bennett

The Process for Exceptional Approval of Curriculum Policy, currently is a process used for a course or program approval when Senate or SCC are not meeting for an extended period of time. Approval by this process allows the program/course to be offered on a one-time exceptional basis only.

As approval for courses and programs is being transitioned to the Board, the Policy will become a procedural document and require revision. Accordingly, as SCC members are more familiar with process for curriculum, it was suggested that a sub-group of SCC undertake the review and begin work on developing the procedures.

The members of the sub-committee are:

Jean Bennett
Marnie Findlater
Debbie Jamison

6.2 Library Consultation Form

Presented by: Karin Hall

Members reviewed the "New Course – Library Consultation Form" currently used by the Faculty of Arts and Sciences. This Form is used for consultation between instructors and the University librarian to ensure that library resources are available when new courses are being considered.

On review and discussion, it was generally agreed that the Form is a beneficial source of consultation between the library and program areas proposing new courses. Accordingly, it was recommended that the "New Course – Library Consultation Form" be included in the course approval process before going to DAC, and the requirement for the Form will be inserted into the course and program review process.



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6.3 SCC Mandate and TOR

Presented by: Jean Bennett

A draft of the SCC mandate and TOR was not available for presentation; however, members were requested to submit comments and suggestions to Jean Bennett.

In preliminary review of procedures at VP Deans, consideration is being given to requiring consultation with SCC representative before sending courses to DAC.

7. INFORMATION ITEMS

None

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

Next Meeting: August 21, 2015
