



## SENATE CURRICULUM COMMITTEE MEETING

Friday, March 19, 2021 12:00 pm

VIA MICROSOFT TEAMS

### MINUTES

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- PRESENT:** Deb Jamison (Chair), Sean Ashley, Mohna Baichoo, Shahnaz Darayan, Fiacre M. O’Duinn, Lara Duke, David Geary, Annie Prud’homme-Generuex, Mark Vaughan, Pouyan Mahboubi, Brad Martin, Jennifer Nesselroad, Cass Picken, Alisha Samnani, Christine Sjolander, Caroline Soo, Laureen Styles, Kyle Vuorinen, Dominique Walker, Stephen Williams, Rachel Yu, Recorder Mary Jukich
- REGRETS:** Ferdos Jamali, Ramandeep Kaur, Keith Lam
- GUESTS:** John Brouwer, Sandra Ferrens, Paolo Fresnoza, Kyle Guay, Stephen Kaldestad, Graig Simmons, Lori Walker, Tanya Wrobleski
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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.

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

*Jennifer Nesselroad moved and Caroline Soo seconded:  
To approve the agenda.*

**CARRIED**

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

*Laureen Styles moved and Jennifer Nesselroad seconded:  
To approve the February 12, 2021 minutes.*

**CARRIED**

#### **4. JAZZ**

JAZZ 422 – Instrumental Pedagogy (Secondary)

JAZZ 423

JAZZ 376 – Studies in Music History III: Music of the African Diaspora

JAZZ 375 – Studies in Ethnomusicology

Bachelor of Music in Jazz Studies – Education Program Profile

Bachelor of Music in Jazz Studies – Performance/Composition Program Profile

*Presented by: Stephen Kaldestad*



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The following changes were presented for approval:

JAZZ 422- Instrumental Pedagogy (Secondary):

- Course name change to JAZZ 422 – Cross-Cultural Pedagogy and Orff Afrique;
- Revision from the UBC grading profile to the Capilano University grading profile.

JAZZ 423 was presented for information and housekeeping revisions.

JAZZ 376 – Studies in Music History III: Music of the African Diaspora:

- New course, which will be offered in place of the current JAZZ 374

JAZZ 375 – Studies in Ethnomusicology:

- As a result of the new course, JAZZ 376, the prerequisites of JAZZ 375 are being revised to “JAZZ 275 with a grade of C- or higher.”

*Jennifer Nesselroad moved and Caroline Soo seconded:*

**21/26** The revisions to JAZZ 422 – Instrumental Pedagogy (Secondary) and JAZZ 375 – Studies in Ethnomusicology, and the new course, JAZZ 376 – Studies in Music History III: Music of the African Diaspora, be recommended to Senate for approval.

**CARRIED**

The program profiles for the Bachelor of Music in Jazz Studies – Education and the Bachelor of Music in Jazz Studies – Performance/Composition are being revised as a result of the course revisions and the addition of the new course in the fifth and sixth terms.

*Stephen Williams moved and Lara Duke seconded:*

**21/27** The revisions to the program profiles for the Bachelor of Music in Jazz Studies – Education and the Bachelor of Music in Jazz Studies – Performance/Composition be recommended to Senate for approval.

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#### 5. EDUCATION ASSISTANT CERTIFICATE

Education Assistant Certificate

*Presented by: Tanya Wroblewski*

The admission requirements for the Education Assistant Certificate are being revised to reflect the addition of various Math 11 alternative courses to the basic math admission requirements, as well as the removal of the requirement for the TB skin test.

On discussion, it was suggested that, for clarity, on the listing of the math courses, the words "one of the following" be added before the list of various Math 11 courses.

*Rachel Yu moved and Alisha Samnani seconded:*

**21/28** The revisions to the admission requirements for the Education Assistant Certificate be recommended to Senate for approval.

**CARRIED**

#### 6. SCHOOL OF BUSINESS

BMKT 261 – Advertising

BMKT 365 – Marketing Strategies and Decisions

Minor in Business Administration

*Presented by: Christine Sjolander*

The prerequisites for BMKT 365 – Marketing Strategies and Decisions are being revised to "45 credits of 100-level or higher coursework; or 6 NABU credits." The removal of the specific course prerequisite and the addition of credit hour prerequisites will open this course to students from other disciplines as part of the proposed Minor in Business Administration.

Cap Core designation under the heading *Experiential* was also requested for both BMKT 261 – Advertising and BMKT 365 – Marketing Strategies & Decisions.

*Lauren Styles moved and Jennifer Nesselroad seconded:*

**21/29** The prerequisite revisions to BMKT 365 – Marketing Strategies and Decisions, as well as Cap Core designation under the heading *Experiential* for BMKT 261 – Advertising and BMKT 365

**CARRIED**



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– Marketing Strategies and Decisions be recommended to Senate for approval.

The School of Business is proposing a cognate Minor in Business Administration, which will be available to all Capilano University Bachelor's degree students beginning in Fall 2021. A minimum 18 credits will be required to achieve the Minor in Business Administration, comprised of 3 lower level credits and 15 upper level credits.

A Minor in Business Administration will enhance a wide range of Capilano University baccalaureate programs and expand opportunities for student success. Students in the minor will gain a basic understanding of four core areas of business (accounting, marketing, business law, and human resources), which will increase their attractiveness to potential employers.

*Christine Sjolander moved and Mohna Baichoo seconded:*

**21/30** The Minor in Business Administration be recommended to Senate for approval.

**CARRIED**

### SCHOOL OF COMMUNICATIONS

Minor in Communication Studies

*Presented by: Lori Walker*

SCC was requested to approve the new cognate Minor in Communication Studies. A minimum 21 credits will be required to achieve the Minor in Communication Studies, comprised of 6 lower level credits and 15 upper level credits.

The Minor will provide students with essential communication skills and knowledge to understand, evaluate and contribute information in a constantly changing world, and offer students their preferred combination of courses to enhance writing and presentation skills for employment while engaging in critical conversations in decision making as agents of change.

*Jennifer Nesselroad moved and Christine Sjolander seconded:*

**21/31** The Minor in Communication Studies be recommended to Senate for approval.

**CARRIED**



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#### 7. KINE

KINE 284 – Human Growth and Development

*Presented by: Kyle Guay*

As KINE 284 – Human Growth and Development is now an elective course, and in order for the course to become accessible to more students, the prerequisites are being revised to “HKIN/KINE 191 or BIOL 113.”

*Jennifer Nesselroad moved and Caroline Soo seconded:*

**21/32** The prerequisite revisions to KINE 284 – Human Growth and Development be recommended to Senate for approval.

**CARRIED**

#### 8. 3D ANIMATION

DIGI 132 – 3D Design for Production I

DIGI 142 – 3D Design for Production II

DIGI 230 – 3D Animation III

DIGI 232 – 3D Design for Production III

DIGI 240 – 3D Animation IV

DIGI 242 – 3D Design for Production IV

3D Animation for Film and Games Diploma Program Profile

*Presented by: Graig Simmons*

SCC was requested to approve the following revisions to the course credits and contact hours as follows:

- DIGI 132 – 3D Design for Production I – increase course credits 3 to 4.5 credits (2 additional hours per week);
- DIGI 142 – 3D Design for Production II – increase course credits from 3 to 4.5 credits (2 additional hours per week);
- DIGI 230 – 3D Animation III – increase course credits from 4.5 to 6.75 credits (3 additional hours per week);
- DIGI 232 – 3D Design for Production III – increase course credits from 3 to 6.75 credits (5 additional hours per week).



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*Kyle Vuorinen moved and Jennifer Nesselroad seconded:*

- 21/33** The revisions to DIGI 132 – 3D Design for Production I, DIGI 142 – 3D Design for Production II, DIGI 230 – 3D Animation III, and DIGI 232 – 3D Design for Production III be recommended to Senate for approval. **CARRIED**

SCC was also requested to approve the following new courses:

- DIGI 240 – 3D Animation IV; and
- DIGI 242 – 3D Design for Production IV.

*Jennifer Nesselroad moved and Dominique Walker seconded:*

- 21/34** The two new courses, DIGI 240 - 3D Animation IV and DIGI 242 – 3D Design for Production IV, be recommended to Senate for approval. **CARRIED**

SCC was also requested to approve the revisions to the 3D Animation for Film and Games Diploma Program Profile removing DIGI 245 and adding the two new courses, DIGI 240 and DIGI 242.

*Lara Duke moved and Jennifer Nesselroad seconded:*

- 21/35** The revisions to the 3D Animation for Film and Games Diploma program profile be recommended to Senate for approval. **CARRIED**

#### 9. TREC

TOUR 192 – Tourism Destinations: IATA Area 3

*Presented by: John Brower*

TOUR 192 – Tourism Destinations: IATA Area 3 is a new course that will ensure that key tourism destinations in the world, such as China, Japan, and Vietnam are properly examined within the scope of the learning outcomes. It will also provide a larger scope of content to expand the geographical, cultural and touristic knowledge of students.

On review, a typographical error was noted under course content, week 12, wherein Milford Trek should be corrected to Milford Track.



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*Laureen Styles moved and Mohna Baichoo seconded:*

- 21/36** The new course, TOUR 192 – Tourism Destinations: IATA Area 3, be recommended to Senate for approval. **CARRIED**

TOUR 232 – Tourism Planning

*Presented by: Paolo Fresnoza*

SCC was requested to approve revisions to the prerequisites for TOUR 232 – Tourism Planning to “15 credits of 100-level or higher coursework,” as well as Cap Core designation under the heading *Self and Society*.

*Cass Picken moved and Caroline Soo seconded:*

- 21/37** The prerequisite revisions to TOUR 232 – Tourism Planning, as well as Cap Core designation under the heading *Self and Society*, be recommended to Senate for approval. **CARRIED**

#### 10. INTERDISCIPLINARY STUDIES

Bachelor of Arts with a Major in Interdisciplinary Studies

*Presented by: Cass Picken*

In order to facilitate the transfer of 3<sup>rd</sup> and 4<sup>th</sup> year students from Quest University into Capilano’s Interdisciplinary Studies program, and as a condition of the Memorandum of Understanding, SCC was requested to approve waiving the 50% residency requirement for five years starting May 1, 2021.

*Laureen Styles moved and Kyle Vuorinen seconded:*

- 21/38** The request to waive the 50% residency requirement for the Bachelor of Arts with a Major in Interdisciplinary Studies be recommended to Senate for approval. **CARRIED**

#### 11. BACHELOR OF PERFORMING ARTS

BPAC 405 – Advanced Production Planning II

BPAC 406 – Strategic Career Planning

BPAC 407 – Studies in Interdisciplinary Performance and Production

*Presented by: Sandra Ferrens*



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In order to align the course outlines on record at Capilano University and Douglas College, document the course as it is currently being delivered, bring the outlines in compliance with current best practices, and to address student concerns regarding grades and transferability to other institutions, the following revisions were requested:

BPAC 405 – Advanced Production Planning II:

- Grading profile from credit/no credit to letter grades;
- Contact Hours to three hours of class time, plus an additional hour delivered through on-line or other activities per week, for 7 weeks;

BPAC 406 – Strategic Career Planning:

- Contact Hours to three hours of class time, plus an additional hour delivered through on-line or other activities per week, for 7 weeks;

BPAC 407 – Studies in Interdisciplinary Performance and Production:

- Grading profile from credit/no credit to letter grades.

*Jennifer Nesselroad moved and Lara Duke seconded:*

**21/39** The revisions to BPAC 405 – Advanced Production Planning II, BPAC 406 – Strategic Career Planning, and BPAC 407 – Studies in Interdisciplinary Performance and Production be recommended to Senate for approval.

**CARRIED**

#### 12. INFORMATION ITEMS

- (a) JAZZ 422 – Instrumental Pedagogy (Secondary) - course revisions (title);
- (b) Bachelor of Kinesiology (BKINKINE-KINE) – Program Learning Outcomes revisions;
- (c) TOUR 250 – Operations Management in Tourism & Hospitality – course revisions (course title)

TOUR 360 – Contemporary Topics Shaping Tourism – A Global Perspective – course revisions (learning outcomes, course content)



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TOUR 423 – Tourism Planning and Policy – course revisions (learning outcomes)

(d) TOUR 191 – Tourism Destinations – course revisions (title)

(e) TOUR 232 – Tourism Planning – course revisions (learning outcomes);

TOUR 450 – Tourism Operations II – course revisions (title, course content, evaluation profile);

(f) BPAC 400 – Contemporary Cultural Practices – course revisions (learning outcomes, course content)

BPAC 402 – Advanced Production Planning I – course revisions (learning outcomes, course content)

BPAC 403 – Studies in Interdisciplinary Creation and Collaboration – course revisions (learning outcomes, course content)

(g) BPAC 405 – Advanced Production Planning II – course revisions (learning outcomes, course content);

BPAC 406 – Strategic Career Planning – course revisions (learning outcomes, course content);

BPAC 407 – Studies in Interdisciplinary Performance and Production – course revisions (learning outcomes, course content);

(h) BPAC 404 – Contemporary Performance Practices – course revisions (learning outcomes, course content)

(i) Continuing Studies Report

(j) Spring Course Adaptations

For information, members reviewed the summary of course changes for Spring 2021, noting that most of the changes were in the evaluation profile, which is consistent with the current remote-adapted environment.



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*Laureen Styles moved and Lara Duke seconded:*

**21/40** The Curriculum Committee receive the summary of course adaptations for Spring 2021 for information.

**CARRIED**

(k) Revised Cap Core Form (Indigenous Consultation)

Laureen Styles, VP Academic & Provost, reported that work continues in developing a potential process to identify steps for authentic Indigenous consultation.

#### 11. BUSINESS ITEMS

##### (a) Membership Terms Ending as of August 15, 2021

*Presented by: Deb Jamison*

The following members' terms will expire as of August 15, 2021. Members were therefore requested to indicate whether they wished to continue for a further term or provide the name of a new representative.

Cass Picken	– Humanities
Sean Ashley	– Social Sciences
Urmila Jangra	– Science, Technology, Engineering and Mathematics
David Geary	– Motion Picture Arts
Christine Sjolander	– Business, International Programs, Projects and Partnerships
Ferdos Jamali	– Access and Academic Preparation

##### (b) Election of Chair

The election of SCC Chair will take place at the April 16<sup>th</sup> meeting. In order to be eligible for this position, the member is required to be a Senator.

##### (c) Deadlines

Members were also requested to be mindful of the set deadlines for getting items to Curriculum and the Registrar's Office and subsequently



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to the SCC agenda in order to avoid any unnecessary curriculum impact to students.

The meeting was adjourned at 2:05 pm.

**Next Meeting: Friday, April 16, 2021**

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