



## SENATE CURRICULUM COMMITTEE MEETING

Friday, May 16, 2025 12:00 pm

VIA MICROSOFT TEAMS

### MINUTES

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**PRESENT:** Deb Jamison (Chair), John Brouwer, Julia Black, Claire Carolan, Caroline Depatie, David Geary, Cindy Fairbank, Sofia Hughes, Harb Johal, Chloe Miller, Bethany Peterkin, Cass Picken, Maggie Reagh, Alisha Samnani, Ramin Shadmehr, Caroline Soo, Dominique Walker, Danielle Wilson, Recorder: Mary Jukich

**REGRETS:** Graham Cook, Shahnaz Darayan, Hilary Duke, Urmila Jangra, Tracy Penny Light, Aurelea Mahood

**GUESTS:** Miriam Elfert, Sophia Jaworski, Rachele Jorgenson, Corey Muench, Melissa Panjer

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#### ***Land Acknowledgement***

*Capilano University is named after Chief Joe Capilano, an important leader of the Skwxwú7mesh (Squamish) Nation of the Coast Salish Peoples. We respectfully acknowledge that our campuses are located on the territories of the Lílwat, xʷməθkʷəy̓əm (Musqueam), shíshálh (Sechelt), Skwxwú7mesh (Squamish) and Səlilwətaʔ/Selilwitulh (Tsleil-Waututh) Nations.*

#### **1. Welcome**

The Chair called the meeting to order at 12:00 pm.

Miriam Elfert attended the meeting on behalf of Graham Cook and Sophia Jaworski attended the meeting on behalf of Hilary Duke for Social Sciences.

As this was the last meeting before retirement, Maggie Reagh was acknowledged and appreciated for her work and contributions on the committee.

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

For Item #6, the new course, LAW 467 – Transnational Criminal Law, also requests Cap Core designation under the heading *Self and Society*.

*Cindy Fairbank moved and Alisha Samnani seconded:  
To adopt the amended agenda.*

**CARRIED**

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

*John Brouwer moved and Caroline Soo seconded:  
To adopt the April 25, 2025 minutes.*

**CARRIED**



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#### 4. OUTDOOR RECREATION MANAGEMENT

REC 121 - Introduction to Sustainable Trail Development Concepts

REC 221 - Trail Design and Relationships

*Presented by: John Brouwer*

REC 121 – Introduction to Sustainable Trail Development Concepts and REC 221 – Trail Design and Relationships are two new 3.0-credit courses offered over six days at the Squamish Campus in the summer. The six days’ intense format is to provide flexibility for students who are working and can take a week off from work in the summer to enroll in the courses. The courses will hopefully be part of Summer Intensives 2026 at CapU - Squamish and in the future may be included in new or existing curriculum in the School of Outdoor Recreation Management.

The presenter noted that the REC 221 learning outcomes 4 and 5 are almost identical and, as such, learning outcome 4 will be removed and learning outcome 5 will be retained.

During the discussion, it was suggested that it may be beneficial to clarify in the course format to include wording around which assignments and reports are completed during the scheduled six days and which reports will be expected before or after the course.

*Bethany Peterkin moved and Caroline Soo seconded:*

**25/36** The two new courses, REC 121 – Introduction to Sustainable Trail Development Concepts and REC 221 – Trail Design and Relationships, be recommended to Senate for approval.

**CARRIED**

#### 5. ENGLISH FOR ACADEMIC SUCCESS

EAS 100 – English for Academic Success

*Presented by: Maggie Reagh*

EAS 100 – English for Academic Success is a new 3.0-credit course developed in response to an emerging new level of English for Academic Purposes (EAP) provincially through the BCCAT English as an Additional Language (EAL) Articulation Committee. The course is for EAL students who have met the English Language Requirement (ELR) but still need English language support. These students may self-identify as needing more EAL support, or one of our Student



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Support Advisors may recommend that some EAL students take this course during their first term of studies, especially those who only minimally meet CapU's ELR.

Work is underway with the AVP Academic & Vice Provost to see how EAS 100 could be part of CapU's proposed Strategic Enrollment Management (SEM) framework to strengthen its role in providing EAL students who minimally meet CapU's English Language Requirement (ELR) better support in their first-year of studies. In addition, collaboration is underway with the English Department whose courses (ENGL 112 and ENGL 100) are also included in the proposed SEM framework to ensure student success for such EAL students.

Approval for Cap Core designation under the heading *Self and Society* was also sought.

*Caroline Soo moved and Julia Black seconded:*

**25/37** The new course, EAS 100 – English for Academic Success, as well as Cap Core designation under the heading *Self and Society*, be recommended to Senate for approval.

**CARRIED**  
**1 Abstention**

#### 6. SCHOOL OF LEGAL STUDIES

LAW 316 – Small Claims and Civil Resolution Tribunal Procedures

LAW 467 – Transnational Criminal Law

LGST 108 – Family Law Litigation Procedures

LGST 114 – Wills and Probate Procedures

LGST 116 – Introduction to the Legal System

LGST 126 – Basic Securities Procedures

Paralegal Certificate Admission Requirement

Minor in Legal Studies Profile

Bachelor of Legal Studies (Paralegal) Degree Program Profile

*Presented by: Melissa Panjer*

LAW 316 – Small Claims and Civil Resolution Tribunal Procedures

LAW 467 – Transnational Criminal Law

The two new upper-level electives were developed in response to industry demands, legal developments and CapU priorities. Cap Core designation under the heading *Self and Society* is also being sought for LAW 467 – Transnational Criminal Law.



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The presenter noted that after consultation with a Meti faculty member, it was suggested that “including Indigenous navigators” be added to the wording in LAW 316 referring to the role of helpers in the Calendar Description and in the Week 13 Course Content.

On discussion, a concern was raised regarding the 15 learning outcomes for LAW 316 and a query was made regarding whether some of the learning outcomes could be condensed.

In addition, it was suggested that in order to make LAW 467 more marketable, it may be beneficial to add “including piracy, trafficking, terrorism and cyber and environmental crimes” at the end of the Calendar Description.

*Caroline Soo moved and Caroline Depatie seconded:*

**25/38** The two new courses, LAW 316 – Small Claims and Civil Resolution Tribunal Procedures and LAW 467 – Transnational Criminal Law, as well as Cap Core designation under the heading *Self and Society* for LAW 467 – Transnational Criminal Law, be recommended to Senate for approval.

**CARRIED**

LGST 108 – Family Law Litigation Procedures

LGST 114 – Wills and Probate Procedures

LGST 116 – Introduction to the Legal System

LGST 126 – Basic Securities Procedures

To reflect current practice, the contact hours of the 1.5-credit courses noted above are being revised from 16 contact hours over eight weeks to 30 contact hours over 15 weeks.

*Julia Black moved and Dominique Walker seconded:*

**25/39** The revisions to the contact hours and number of weeks of:

**CARRIED**

LGST 108 – Family Law Litigation Procedures

LGST 114 – Wills and Probate Procedures

LGST 116 – Introduction to the Legal System

LGST 126 – Basic Securities Procedures

be recommended to Senate for approval.



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#### Paralegal Certificate Admission Requirement

The Paralegal Certificate program includes the Language Proficiency Index (LPI) exam as an English language admission requirement. However, this exam was discontinued as of July 31, 2020, and although the university continued to accept scores for five years, as of July 31, 2025, this admission requirement will be obsolete and, accordingly, will be removed as an admission requirement.

*Sofia Hughes moved and Maggie Reagh seconded:*

**25/40** The revisions to the admission requirements for the Paralegal Certificate be recommended to Senate for approval.

**CARRIED**

#### Minor in Legal Studies Program Profile

#### Bachelor of Legal Studies (Paralegal) Degree Program Profile

The Minor in Legal Studies program profile is being revised by adding three courses that satisfy the 15-credit requirement for upper-level courses.

The Bachelor of Legal Studies (Paralegal) Degree program requirement in the third term for an “English Elective 100-level or higher” is being revised to “English or Communication Elective 100-level or higher (CMNS 159 is recommended).”

*Caroline Soo moved and Sofia Hughes seconded:*

**25/41** The revisions to the Minor in Legal Studies Program Profile and the Bachelor of Legal Studies (Paralegal) Degree Program Profile be recommended to Senate for approval.

**CARRIED**

#### INFORMATION ITEMS

- (a) EDUC 373 – Inquiry Based Learning in ECCE
  - FALL 2025: Course Revisions (learning outcomes and required texts).
- (b) WLP 137 – Sea Kayaking I
  - FALL 2025: Course Revisions (Calendar Description, Learning Outcomes, Required Texts).



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- (c) LAW 304 – Digital Art Law for Creators
  - FALL 2025: Course Revisions (Long Title, Short Title, Calendar Description).
  
- (d) LGST 108 – Family Law Litigation Procedures  
LGST 114 – Wills and Probate Procedures  
LGST 116 – Introduction to the Legal System  
LGST 126 – Basic Securities Procedures
  - FALL 2025: Course Revisions (Calendar Description, Evaluation Profiles, Course Content, Learning Outcomes).
  
- (e) LGST 110 – Corporate Procedures
  - FALL 2025: Course Revisions (Calendar Description, Evaluation Profiles, Course Content, Learning Outcomes, Weeks).

#### 14. BUSINESS ITEMS

None

The meeting was adjourned at 2:00 p.m.

**Next Meeting: Friday, June 13, 2025**

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