

SENATE CURRICULUM COMMITTEE MEETING

Friday, August 21, 2026 12:00 pm

VIA MS TEAMS

MINUTES

PRESENT: Julia Black (Chair), John Brouwer, Graham Cook, Caroline Depatie, David Geary, Daniel Hersog, Urmila Jangra, Alan Jenks, Harb Johal, Chloe Miller, Jennifer Nesselroad, Laura Prada, Ashley Manhas, Caroline Soo, Vicki St. Pierre, Recorder: Mary Jukich

REGRETS: Leah Bailly, Hilary Duke, Carley Dyer, Stephen Evans, Torin McLachlan, Robert Omura

GUESTS: Jordon Lovig, Leigha Nevay, Majid Raja, Susan Summers, Joseph Fall

Land Acknowledgement

Capilano University is named after Chief Joe Capilano (1854–1910), an important leader of the Skwxwú7mesh (Squamish) Nation of the Coast Salish Peoples. We respectfully acknowledge that our campuses are located on the unceded territories of the səlilwatał (Tsleil-Waututh), shíshálh (Sechelt), Skwxwú7mesh (Squamish), and xʷməθkʷəy̓əm (Musqueam) Nations.

1. Welcome

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

New members were introduced and welcomed to the committee.

Jordon Lovig attended on behalf of Carley Dyer.

2. Approval of the Agenda

Jennifer Nesselroad moved and John Brouwer seconded:

To adopt the agenda.

CARRIED

3. Approval of the Minutes

John Brouwer moved and Jennifer Nesselroad seconded:

To adopt the June 12, 2026 minutes.

CARRIED

4. SCHOOL OF BUSINESS

BADM 470 - Business Strategy

BFIN 306 - Personal Financial Planning

BFIN 321 - Fundamentals of Investments

BFIN 351 - Taxation

BFIN 386 - Insurance for Financial Planning

BMKT 369 - Digital Marketing

BMKT 370 Social Media Marketing

Presented by: Majid Raja and Leigha Nevay

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SCC was presented with a series of revisions to the above-noted courses which included revisions to learning outcomes, textbooks, evaluation as well as course prerequisites as follows:

- BADM 470 - Business Strategy
 - Current: BADM 470 — 84 credits incl. BADM 204, BFIN 241, BFIN 244 or 341, ENGL 100, and CMNS 220 or 152
 - Proposed: 84 credits of 100-level or higher coursework including, BFIN 241, ENGL 100, BADM 395 and CMNS 220

Committee members were reminded that one of the commitments of the university was to bring Indigenous ways and knowledge into the curriculum and this should be the lens used during review of curriculum revisions and updates to courses. Resources are available in the Centre for Teaching Excellence (CTE) - [Indigenization and Decolonization | Centre for Teaching Excellence](#)

In terms of the course outline, a concern was raised that the textbook noted in the reading list was outdated and the cost of the textbook appears quite high. It was suggested that the university move toward BC Open Campus for textbooks which would provide students with extra value.

Jennifer Nesselroad moved and Alan Jenks seconded:

26/58 The prerequisite revisions to BADM 470 – Business Strategy be recommended to Senate for approval.

CARRIED

- BFIN 306 - Personal Financial Planning
 - Current: 45 credits of 100-level or higher; or 6 NABU credits
 - Proposed: 30 credits of 100-level or higher coursework; or 6 NABU credits; OR admitted to the PBC in Financial Planning, the PBC in Financial Planning Professional, or the PBD in Financial Planning

Julia Black moved and Vicki St. Pierre seconded:

26/59 The prerequisite revisions to BFIN 306 – Personal Financial Planning be recommended to Senate for approval.

CARRIED

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- BFIN 321 - Fundamentals of Investments
 - Current: BFIN 321 — 45 credits incl. [BFIN 241 or 306 or 286]; OR CMNS 305 and [NABU 320 or 340]
 - Proposed: 30 credits of 100-level or higher coursework including BFIN 306; OR CMNS 305 and [NABU 320 or NABU 340]; OR admitted to the PBC in Financial Planning, the PBC in Financial Planning Professional, or the PBD in Financial Planning and BFIN 306 as a pre or co-requisite

Julia Black moved and John Brouwer seconded:

26/60 The prerequisite revisions to BFIN 321 – Fundamentals of Investments be recommended to Senate for approval.

CARRIED

- BFIN 351 - Taxation
 - Current: BFIN 351 — BFIN 246; OR [BFIN 142 or 193] and [BFIN 286 or 306]
 - Proposed: 45 credits of 100-level or higher coursework including BFIN 246; OR admitted to the PBC or PBD in Financial Planning and BFIN 241

Julia Black moved and Harb Johal seconded:

26/61 The prerequisite revisions to BFIN 351 – Taxation be recommended to Senate for approval.

CARRIED

- BFIN 386 - Insurance for Financial Planning
 - Current: BFIN 386 — 45 credits incl. [BFIN 351 or 306 or 286]; OR CMNS 305 and [NABU 320 or 340]
 - Proposed: BFIN 386 — 45 credits of 100-level or higher coursework including [BFIN 351 or BFIN 306 or BFIN 286]; OR CMNS 305 and [NABU 320 or NABU 340]; OR admitted to the PBC in Financial Planning, the PBC in Financial Planning Professional, or the PBD in Financial Planning and [BFIN 306 or 351]

Julia Black moved and Jennifer Nesselroad seconded:

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- 26/62** The prerequisite revisions to BFIN 386 – Insurance for Financial Planning be recommended to Senate for approval.

CARRIED

- BMKT 369 - Digital Marketing

SCC was requested to approve Cap Core designation under the heading of *Experiential* to BMKT 369 - Digital Marketing

Julia Black moved and Caroline Soo seconded:

- 26/63** To recommend to Senate approval of Cap Core designation under the heading of *Experiential* to BMKT 369 - Digital Marketing.

CARRIED

- BMKT 370 - Social Media Marketing

SCC was requested to approve Cap Core designation under the heading of *Experiential* to BMKT 370 – Social Media Marketing.

Julia Black moved and John Brouwer seconded:

- 26/64** To recommend to Senate approval of Cap Core designation under the heading of *Experiential* to BMKT 370 – Social Media Marketing.

CARRIED

5. SCHOOL OF STEM

COMP 140 - Introduction to Artificial Intelligence with Applications

COMP 440 - Applied Artificial Intelligence: Tools, Systems, and Society

Presented by: Joseph Fall

SCC was requested to approve two new courses; COMP 140 - Introduction to Artificial Intelligence with Applications and COMP 440 - Applied Artificial Intelligence: Tools, Systems, and Society. Both courses also sought approval for Cap Core designation under the heading of *Science and Technology*.

- COMP 140 - Introduction to Artificial Intelligence with Applications is a lower-level course that provides foundational literacy and a hands-on introduction to Artificial Intelligence literacy for students from all backgrounds. Covering the history, core concepts, and modern applications of AI, the course explores

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machine learning, neural networks, privacy, security, chatbots, and generative models.

Julia Black moved and Vicki St. Pierre seconded:

26/65 The new course, COMP 140 - Introduction to Artificial Intelligence with Applications as well as Cap Core designation under the heading of *Science and Technology* be recommended to Senate for approval.

CARRIED

- COMP 440 - Applied Artificial Intelligence: Tools, Systems, and Society is an upper-level course primarily for science students as an upper-level elective, especially serving students pursuing a computational science concentration within the Bachelor of Science program. The course provides hands-on experience with modern AI systems—including generative models, multi-modal agents, semantic search, and deployment strategies—while examining their ethical, societal, and technical implications.

Julia Black moved and Alan Jenks seconded:

26/66 The new course, COMP 440 - Applied Artificial Intelligence: Tools, Systems, and Society as well as Cap Core designation under the heading of *Science and Technology* be recommended to Senate for approval.

CARRIED

6. **MUSIC THERAPY PROGRAM**

Bachelor of Music Therapy - Admission Requirement Revisions

Total Program Credit Changes

Presented by: Susan Summers

The Bachelor of Music Therapy degree program is 50 years old in 2026. There have been changes made to the courses and curriculum since 1990, but not to the admissions requirements. The current admission requirements are very specific courses which must be articulated by Cap's departments to be 80% compatible with their courses to be transferred. When transfer credit is not 80% compatible, students often must retake the course, which adds time and expense to their 5-year degree.

The purpose of the revisions is to simplify, remove barriers and be more welcoming in the transfer process and ensure the admission requirements are

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current. The revised admission requirements will give students more options of what courses to take that are of interest and are compatible for preparing for music therapy and students' unique career path. The proposed admission requirements are part of the department's decolonization process to give more options for students to take courses that are diverse and in line with their interests, talents, and future career clientele.

Admission requirement revisions:

- Add CMNS100+ as an option to ENGL 103+
- Combine PSYC 200+ level elective and PSYC 304 to make it 6 credits of PSYC 200+
- Combine 15 credits of Music History I/II, Music Theory I/II and ear training/aural skills into 12 credits of music courses 100+
- Combine 9 credits of humanities, social sciences and/or music elective courses into 9 credits of general electives 100+.
- This will reduce the admission prerequisite credits from 45 to 42 and the BMT from 124 credits to 121 credits.

Total Program Credit Changes:

- Bachelor of Music Therapy overall credits are decreasing from 124.00 to 121.00 due to the decrease in the Basis of Admission credits from 45 to 42.
- Students who started in Fall 2026/30 are anticipated to graduate with 124 credits.
- Students who will start in Fall 2027 will be expected to graduate with 121 credits.
- Current and Proposed program profiles are attached at the end of this proposal.

Caroline Depatie moved and Chloe Miller seconded:

26/67 The revisions to the Bachelor of Music Therapy admission requirement and total program credit changes be recommended to Senate for approval.

CARRIED

7. INFORMATION ITEMS

(a) BADM 470 - Business Strategy

- Fall 2027: Course Revisions (Title, Calendar Description, Learning Outcomes, Course Content, Evaluation Profile).

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BFIN 141 - Introductory Accounting I

- Spring 2027: Course Revisions (Learning Outcomes, Course Content, Evaluation Profile)

BFIN 142 - Financial Accounting I

- Spring 2027: Course Revisions (Learning Outcomes, Course Content, Evaluation Profile)

BFIN 193 - Compressed Introductory Financial Accounting

- Spring 2027: Course Revisions (Learning Outcomes, Course Content, Evaluation Profile)

BFIN 241 - Finance for Managers

- Spring 2027: Course Revisions (Learning Outcomes, Course Content, Evaluation Profile)

BFIN 246 - Financial Accounting II

- Spring 2027: Course Revisions (Learning Outcomes, Course Content, Evaluation Profile)

BFIN 306 - Personal Financial Planning

- Spring 2027: Course Revisions (Calendar Description, Learning Outcomes, Course Content, Evaluation Profile).

BFIN 321 - Fundamentals of Investments

- Spring 2027: Course Revisions (Calendar Description, Learning Outcomes, Course Content, Evaluation Profile).

BFIN 341 - Cost Accounting I

- Spring 2027: Course Revisions (Learning Outcomes, Course Content, Evaluation Profile)

BFIN 342 - Cost Accounting II

- Spring 2027: Course Revisions (Learning Outcomes, Course Content, Evaluation Profile)

BFIN 351 - Taxation

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- Fall 2026: Course Revisions (Title, Calendar Description, Learning Outcomes, Course Content, Evaluation Profile).

BFIN 386 - Insurance for Financial Planning

- Spring 2027: Course Revisions (Calendar Description, Learning Outcomes, Course Content, Evaluation Profile).

BMKT 369 - Digital Marketing

- Spring 2027: Course Revisions (Calendar Description, Learning Outcomes, Course Content, Evaluation Profile, Course Note).

BMKT 370 - Social Media Marketing

- Spring 2027: Course Revisions (Calendar Description, Learning Outcomes, Course Content, Evaluation Profile).

(b) MATH 190 - Mathematics for Elementary Teachers

- Fall 2026: Course Revisions (Evaluation Profile, Calendar Description, Course Note)

**(c) PMI 121 - Private Music Instruction-Music Therapy Guitar Concentration;
PMI 171 - Private Music Instruction - Music Therapy Guitar Secondary;
PMI 321 - Private Music Instruction-Music Therapy Guitar Concentration III;
PMI 371 - Private Music Instruction - Music Therapy Guitar Secondary III;
PMI 322 - PMI Music Therapy Voice Concentration III**

- FALL 2026: Course Revisions (Course Content, Evaluation Profile)

PMI 221 - Private Music Instruction-Music Therapy Guitar Concentration;
PMI 271 - Private Music Instruction - Music Therapy Guitar Secondary II;
PMI 421 - Private Music Instruction-Music Therapy Guitar Concentration IV;

PMI 471 - Private Music Instruction - Music Therapy Guitar Secondary IV;
PMI 222 - PMI Music Therapy Voice Concentration II;

- SPRING 2027: Course Revisions (Course Content, Evaluation Profile)

(d) Bachelor of Communication Studies

- FALL 2026: Housekeeping Item: Update to the CMNS 400-level exclusion list (addition of CMNS 463).

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8. BUSINESS ITEMS

(a) ACADEMIC POLICY RENEWAL PROJECT – Update

An update was provided on the academic policy renewal project which indicated that the expectation is that some of the policies which include transfer credit, credential name and parchment, and transfer credit procedure will be finalized next week and will then be reviewed with the relevant committees in the fall. As well work is underway regarding the new program process template.

(b) SEPTEMBER MEETING – IN PERSON

Committee members were reminded that the September 18th meeting will be in person, and the room will be provided with the meeting invitation.

The meeting was adjourned at 2:00 pm.

Next Meeting: Friday, September 18, 2026 – In Person
