

SENATE CURRICULUM COMMITTEE MEETING

Friday, February 20, 2026 12:00 pm

VIA MS TEAMS

MINUTES

PRESENT: John Brouwer (Vice Chair), Caroline Depatie, Hilary Duke, Stephen Evans, David Geary, Urmila Jangra, Harb Johal, Torin McLachlan, Chloe Miller, Bethany Peterkin, Caroline Soo, Dominique Walker, Jennifer Nesselroad, Alan Jenks, Carley Dyer, Recorder: Mary Jukich

REGRETS: Julia Black (Chair), Tracy Penny Light Robert Omura, Daniel Hersog, Milo Prentice, Sofia Hughes, Graham Cook, Laura Prada

GUESTS: Miriam Elfert, Monika Karpinska, Holly Flauto, Leah Bailey, Donna Thornborough, Hilary Moses, Brad Wuetherick, Jaspreet Jhutti

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 səliłwətaʔ (Tseil-Waututh), shíshálh (Sechelt), Skwxwú7mesh (Squamish), and xʷməθkʷəy̓əm (Musqueam) Nations.

1. Welcome

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

2. Approval of the Agenda

Agenda item #5, LAW 448 should be LAW 488.

John Brouwer moved and Caroline Soo seconded:

To adopt the amended agenda.

CARRIED

3. Approval of the Minutes

John Brouwer moved and Jennifer Nesselroad seconded:

To adopt the January 16, 2026 minutes.

CARRIED

4. Residency Requirement for the Bachelor of Arts Degree

Presented by: Miriam Elfert

As background, the Bachelor of Arts in Applied Behaviour Analysis (BA-ABA) is a 120-credit degree with multiple entry points. One of the most common pathways is to enter into Year 3 and complete the final two years of the bachelor's degree at Capilano. Thus, a significant portion of students who apply and are accepted are transfer credit students who have completed coursework at other post-secondary institutions. As a result of the change in residency requirements from

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25% to 50% for degree programs, the distance students who cannot attend classes on campus to meet the requirement of 9 credits of upper-level courses are no longer able to meet the residency requirements at Capilano and are therefore not eligible to graduate from the BA-ABA program.

As such, at the January 24, 2020 SCC meeting, the SCC members approved decreasing the residency requirement from 50% to 25% for the BA-ABA as an interim solution, with the longer term and broader goal of developing more upper-level online courses that could be taken by BA-ABA students (as well as other students) to meet the elective requirements. This approval was extended for a further year at the SCC meetings on January 15, 2021; February 18, 2022; January 20, 2023, March 15, 2024 and January 17, 2025.

The presenter requested that SCC approve a further one-year extension of the residency requirement.

John Brouwer moved and Caroline Soo seconded:

26/07 It be recommended to Senate for approval that the residency requirement for the Bachelor of Arts Degree – Applied Behaviour Analysis (Autism) continue to be reduced from 50% to 25% for distance students on a further interim basis, to be reviewed again in one year.

CARRIED
1 Abstention

5. SCHOOL OF LEGAL STUDIES

LAW 443 - Commercial Real Estate Law

LAW 488 - Commercial Conveyancing and Private Lending Procedures

Minor in Legal Studies Program Profile

Presented by: Donna Thornborough

The prerequisites of LAW 443 - Commercial Real Estate Law are being revised as follows:

- Current Prerequisite: LAW 442
- Proposed Prerequisite: LAW 101, LAW 110, and LAW 210; or 45 credits of 100-level or higher coursework

John Brouwer moved and Dominique Walker seconded:

26/08 The revisions to the prerequisites of LAW 443 - Commercial Real Estate Law be recommended to Senate for approval.

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LAW 488 - Commercial Conveyancing and Private Lending Procedures is a new upper-level elective course in the Bachelor of Legal Studies (Paralegal) Degree and Paralegal Certificate. The new course will increase the breadth of elective courses and meet industry's demands.

John Brouwer moved and Jennifer Nesselroad seconded:

26/09 The new course, LAW 488 - Commercial Conveyancing and Private Lending Procedures be recommended to Senate for approval.

CARRIED

The Minor in Legal Studies Program Profile is being revised with the addition of the new course, LAW 488 - Commercial Conveyancing and Private Lending Procedures.

John Brouwer moved and Dominique Walker seconded:

26/10 The revision to the Minor in Legal Studies program profile be recommended to Senate for approval.

CARRIED

6. SCHOOL OF ANIMATION AND VISUAL EFFECTS

DIGI 239 - Independent Study in 3D Animation, Modeling and Effects

DIGI 249 - Specialized Studies in Computer Graphics

VFX 101 - Visual Effects Foundation II

VFX 111 - Digital Compositing II

VFX 131 - Visual Effects Animation II

VFX 220 - Visual Effects Demo Reel

VFX 231 - Visual Effects Animation III

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 Title and Program Profile

Presented by: Hilary Moses

The School of Animation and Visual Effects is proposing changes to the 3D Animation program based on feedback from program review and changes in the industry. The program will more purposefully incorporate modeling and effects to broaden career prospects for students. Revisions at the course and program level

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include title change, new courses, course revisions (credit change, subject change, prerequisite change), program name update, and program profile changes.

The proposed revisions to the 3D Animation for Film and Games program are driven by a combination of evolving industry demands, shifting student interests, and strategic institutional goals. These changes aim to strengthen interdisciplinary connections, improve enrollment, and optimize resource management to support long-term program sustainability.

New Courses:

- DIGI 239 - Independent Study in 3D Animation, Modeling and Effects
- DIGI 249 - Specialized Studies in Computer Graphics

John Brouwer moved and Jennifer Nesselroad seconded:

26/11 The new courses, DIGI 239 - Independent Study in 3D Animation, Modeling and Effects and DIGI 249 – Specialized Studies in Computer Graphics be recommended to Senate for approval.

CARRIED

Revisions to Courses:

- VFX 101 - Visual Effects Foundation II
- VFX 111 - Digital Compositing II
- VFX 131 - Visual Effects Animation II
- VFX 220 - Visual Effects Demo Reel
- VFX 231 - Visual Effects Animation III
- DIGI 230 - 3D Animation III
- DIGI 232 - 3D Design for Production III
- DIGI 240 - 3D Animation IV
- DIGI 242 - 3D Design for Production IV

John Brouwer moved and Dominique Walker seconded:

26/12 The revisions to the following courses:

- VFX 101 - Visual Effects Foundation II
- VFX 111 - Digital Compositing II
- VFX 131 - Visual Effects Animation II
- VFX 220 - Visual Effects Demo Reel
- VFX 231 - Visual Effects Animation III
- DIGI 230 - 3D Animation III

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- DIGI 232 - 3D Design for Production III
- DIGI 240 - 3D Animation IV
- DIGI 242 - 3D Design for Production IV
be recommended to Senate for approval.

- **Program Title Change**
 - Current: 3D Animation for Film and Games Diploma
 - Proposed: 3D Animation, Modeling & Effects for Film & Games Diploma

- **Program Profile Change**
 - Term adjustments and adding and removing courses

The presenter noted in terms of the program profile, there has been a term adjustment change to CMNS 133 and CMNS 115 and the department is waiting on consultation from Finance on the structure of the credits for the fourth semester and this could impact the students' ability to qualify for student loans. The presenter also indicated that given the fact that there was an outstanding issue with student loans, this would confirm that the skills-based courses need to be re-arranged to bring the writing courses in earlier. In this regard, concern was raised around approving a program profile wherein issues have been identified and that this be brought back in March to address the student loan issue and the placement of CMNS 115.

John Brouwer moved and Dominique Walker seconded:

The revisions to the program title of 3D Animation for Film and Games Diploma to 3D Animation, Modeling & Effects for Film & Games Diploma and the revisions to the program profile be recommended to Senate for approval.

DEFEATED

7. **SCHOOL OF ANIMATION AND VISUAL EFFECTS**

DIGI 237 - The Art of Visual Storytelling

DIGI 243 - Look Development and Lighting

Presented by: Hilary Moses

SCC was requested to approve prerequisites revisions as follows:

- DIGI 237 - The Art of Visual Storytelling

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- Current: DIGI 146 Life Drawing for Animators II and DIGI 148 Concept Art and Design I
- Proposed: None

John Brouwer moved and Dominique Walker seconded:

26/13 The prerequisite revisions to DIGI 237 - The Art of Visual Storytelling be recommended to Senate for approval. **CARRIED**

- DIGI 243 - Look Development and Lighting
 - Current: DIGI 230 3D Animation III OR DIGI 232 3D Design for Production III
 - Proposed: DIGI 230 3D Animation III OR DIGI 232 3D Design for Production III OR DIGI 231 – Visual Effects Animation III

John Brouwer moved and Jennifer Nesselroad seconded:

26/14 The prerequisite revisions to DIGI 243 – Look Development and Lighting be recommended to Senate for approval. **CARRIED**

8. Hyflex Modality - New Method of Delivery/Schedule Type

Presented by: Brad Wuetherick

On December 5, 2023, the Senate endorsed the Capilano University Digital Learning Framework. Amongst other identified priorities, the Digital Learning Framework proposed the creation of Hyflex courses as a modality of delivery at Capilano University.

The need to create a new course modality in the Student Information System was identified as a requirement for continuing Hyflex courses at Capilano University. This would allow for accurate data collection, which supports both student registration and course/room scheduling. Establishing Hyflex as a modality is also necessary to ensure appropriate supports for faculty can be provided by CTE, DTS, and other units on campus. The business processes associated with this new modality have been developed by the Registrar's Office.

The intention for this modality is for instructors to be in-person (at a designated campus, or community learning location), with some students in-person at the same location as the instructor, and an option to have additional students connected to that in-person offering via technology. Other expectations related

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to faculty workload would not be changed by the introduction of this modality (including the expected limits on numbers of students enrolled in a course).

This modality will enable an option to restrict the availability of hyflex courses by the students' campus of record. For example, for a course being taught in Squamish, if a student is enrolled at the Squamish campus, the system could restrict their enrolment to the in-person course, and restrict enrolment online to any eligible students in North Vancouver or elsewhere. It could also be offered without such restrictions, based on the needs of the program or campus.

John Brouwer moved and Jennifer Nesselroad seconded:

26/15 That the Senate Curriculum Committee approve the creation of Hyflex Course modality (Banner Code: H - Hyflex), and forward to Senate for their approval.

CARRIED

9. INFORMATION ITEMS

- (a)** CMNS 115 - Communications for Animation
 - SPRING 2027: Course Revisions (Short/Long Title, Calendar Description, Learning Outcomes, Course Content, Evaluation Profile, Method of Delivery)
- (b)** English Department Memo
 - Response drafted in regard to CMNS 115 proposal (item A above)
- (c)** VFX 101 - Visual Effects Foundation II
 - FALL 2026: Course Revisions (Subject, Short/Long Title, Course Note, Method of Delivery)
- (d)** VFX 111 - Digital Compositing II
 - SPRING 2027: Course Revisions (Subject, Number, Short/Long Title, Course Note, Method of Delivery)
- (e)** VFX 130 - Visual Effects Animation I
 - FALL 2026: Course Revisions (Subject, Number, Course Note, Method of Delivery)

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- (f) VFX 131 - Visual Effects Animation II
 - SPRING 2027: Course Revisions (Subject, Number, Calendar Description, Course Note, Method of Delivery)

- (g) VFX 220 - Visual Effects Demo Reel
 - SPRING 2028: Course Revisions (Subject, Short/Long Title, Course Note, Method of Delivery)

- (h) VFX 231 - Visual Effects Animation III
 - FALL 2027: Course Revisions (Subject, Calendar Description, Course Note, Method of Delivery)

- (i) LAW 443 - Commercial Real Estate Law
 - FALL 2026: Course Revisions (Calendar Description, Evaluation Profile)

- (j) IBUS 340 - International Trade and Law
 - FALL 2026: Course Revisions (Learning Outcomes, Course Content, Evaluation Profile, Required Text).

10. BUSINESS ITEMS

(a) 2027 Meeting Schedule

Committee members were presented with the proposed 2027 meeting schedule, which includes the deadline for initial submissions to the Registrar's Office. Committee members were also informed that a review was undertaken of possible conflicts between the meeting dates and days of religious observances. On review and discussion, no issues or concerns were raised with the 2027 meeting schedule.

John Brouwer moved and Jennifer Nesselroad seconded:

26/16 The 2027 meeting schedule, as presented, be approved.

CARRIED

Membership Terms Ending as of August 15, 2026

The following members, whose terms will expire as of August 15, 2026, were requested to indicate whether they wished to continue for a further term or provide the name of a new representative:

- Dominique Walker - Design
- Danielle Wilson - Business

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- John Brouwer – Tourism Management or Outdoor Recreation Management
- Julia Black – Allied Health or Education & Childhood Studies
- Caroline Soo – Public Administration or Kinesiology
- Bethany Peterkin - Library
- Chloe Miller – Non-instructional faculty member
- Student – Sofia Hughes
- Student – Milo Prentice
- Student – Alisha Samnani

March Meeting Date

In anticipation of a large agenda for the March meeting, committee members were requested to consider whether to schedule an additional meeting or extend the length of the March 20 meeting. During the discussion, committee members indicated that their preference was to extend the March 20 meeting. In this regard, the March 20 meeting will begin at 12:00 and run until 3:00 pm, if necessary.

John Brouwer moved and Jennifer Nesselroad seconded:

26/17 The March 20, 2026 SCC meeting will be extended so that it begins at 12:00 and runs until 3:00 p.m., if necessary.

CARRIED

Calendar Deadline

Effective for the 2026/2027 University Calendar, only items approved by the April 2026 Senate meeting will be published in the annual calendar.

The meeting was adjourned at 1:30 pm.

Next Meeting: Friday, March 20, 2026
