

**SENATE CURRICULUM COMMITTEE MEETING**

Friday, January 16, 2026 12:00 pm

VIA MS TEAMS

**MINUTES**

---

**PRESENT:** Julia Black (Chair), John Brouwer, Graham Cook, Caroline Depatie, Hilary Duke, Carley Dyer Stephen Evans, David Geary, Urmila Jangra, Alan Jenks, Harb Johal, Mandy Koolen, Tracy Penny Light, Chloe Miller, Jennifer Nesselroad, Robert Omura, Laura Prada, Bethany Peterkin, Milo Prentice, Carole Soo, Dominique Walker, Danielle Wilson, Recorder: Mary Jukich

**REGRETS:** Sofia Hughes

**GUESTS:** Rafaela Almeida Borges, Eunice Chin, Tong Chow, Cheryl Hurlbut, Alex Karnazes, Corey Muench, Michael Thoma, Deborah Wainwright

---

***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.

Mandy Koolen will be replacing Torin McLachlan as the representative from Humanities for the January to June 2026 term.

**2. Approval of the Agenda**

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

**CARRIED**

**3. Approval of the Minutes**

*John Brouwer moved and Caroline Soo seconded:*  
To adopt the November 21, 2025 minutes.

**CARRIED**  
**1 abstention**

**4. SCHOOL OF MOTION PICTURE ARTS**

FILM 358 - Writing for Children's Media

*Presented by: Michael Thoma and Deborah Wainwright*

The proposed new course, FILM 358 - Writing for Children's Media was created to fill an existing gap within the School of Motion Picture Arts and to offer an elective to students across the university, particularly in the School of Communication, English & Creative Writing, and the School of Education &

## SENATE CURRICULUM COMMITTEE MEETING

Friday, January 16, 2026 12:00 pm

VIA MS TEAMS

### MINUTES

---

Childhood Studies. While many existing courses focus on the motion picture industry's history, production practices, or screenwriting skills, FILM 358 - Writing for Children's Media introduces students to the unique developmental, creative, and production considerations specific to the children's screen media industries. SCC was also requested to approve Cap Core designation under the heading of *Culture and Creative Expression*.

During the discussion, the presenter confirmed that consultation had been undertaken with the Communications Department. In this regard, and as part of a broader discussion, it was suggested that it may be beneficial to indicate on the course outlines that there has been interdisciplinary consultation.

In addition, the memo indicated that the course could be delivered lecture, online, in person or summer intensive, and whether the course format on the course outline needs to include three hours of in person or online class time. Representatives from Curriculum indicated that the current course approval form, method of delivery indicated lecture, mixed mode, online and it would be up to how the program area wants to schedule each section each time. It was suggested that in terms of best practices and consistency, it may be beneficial that when courses are offered in a variety of different modalities, the university has done its due diligence to ensure that when offering courses in a variety of modalities, we are designing for those modalities and that this be indicated on the course outline for review by the committee.

*Jennifer Nesselroad moved and Hilary Duke seconded:*

**26/01** The new course, FILM 358 - Writing for Children's Media as well as Cap Core designation under the heading of *Culture and Creative Expression* be recommended to Senate for approval.

**CARRIED**

#### 5. **POST BACCALAUREATE GLOBAL LEADERSHIP IN SUSTAINABLE TOURISM**

Global Leadership in Sustainable Tourism Post-Baccalaureate Diploma Program Profile

*Presented by: Cheryl Hurlbut*

SCC was requested to approve reducing the requirements of the Global Leadership in Sustainable Tourism program profile from 45 credits to 36 to be more competitive in the market and cost effective and thus moving three required courses to electives.

## SENATE CURRICULUM COMMITTEE MEETING

Friday, January 16, 2026 12:00 pm

VIA MS TEAMS

### MINUTES

---

*John Brouwer moved and Caroline Soo seconded:*

- 26/02** The Global Leadership in Sustainable Tourism Post-Baccalaureate Diploma program profile revisions (45 to 36 credits) be recommended to Senate for approval. **CARRIED**

#### 6. **BIOLOGY DEPARTMENT**

BIOL 200 - Genetics I

BIOL 202 - Nutrition

*Presented by: Eunice Chin*

The prerequisites of BIOL 200 - Genetics I are being revised as follows:

- Current prerequisites:
  - BIOL 111 (C-) and CHEM 111 (pass)
- Proposed prerequisites:
  - BIOL 109 (C-) or BIOL 110 (C-), BIOL 111 (C-) and one of: Pre-calculus 11 (A), Pre-calculus 12 (C+), BMTH 044 (B), MATH 097 (C-), Math Placement Test (MPT), or MATH 105 (as a pre- or co-requisite)

*Caroline Soo moved and Dominique Walker seconded:*

- 26/03** The prerequisite revisions to BIOL - 200 Genetics I be recommended to Senate for approval. **CARRIED**

The prerequisites of BIOL 202 – Nutrition are being revised as follows:

- Current prerequisites:
  - BIOL 113 (C-) or BIOL 111 (C-), and Chemistry 11
- Proposed prerequisites:
  - BIOL 109 (C-) or BIOL 110 (C-) and BIOL111 (C-), or BIOL 112 (C-) and BIOL 113 (C-); and one of: Chemistry 11 (C+), or Chemistry 12 (C+), or CHEM 101 (C) or BCHM 054 (C+)

*Caroline Soo moved and Jennifer Nesselroad seconded:*

- 26/04** The prerequisite revisions to BIOL 202 – Nutrition be recommended to Senate for approval. **CARRIED**

**SENATE CURRICULUM COMMITTEE MEETING**

Friday, January 16, 2026 12:00 pm

VIA MS TEAMS

**MINUTES**

---

**7. SCHOOL OF KINESIOLOGY**

KINE 301 - Research Methods in Kinesiology

*Presented by: Caroline Soo*

SCC was requested to approve the following prerequisite revisions:

- Current prerequisites:
  - 45 credits of 100-level or higher coursework
- Proposed prerequisites:
  - 36 credits of 100-level or higher coursework

*Caroline Soo moved and Jennifer Nesselroad seconded:*

**26/05** The prerequisite revisions to KINE 301 - Research Methods in Kinesiology be recommended to Senate for approval.

**CARRIED**

**8. DEPARTMENT OF CHINESE/LANGUAGES AND LINGUISTICS**

CHIN 250 - Chinese Culture and Society (Field School)

*Presented by: Tong Chow*

CHIN 250 - Chinese Culture and Society (Field School) is a new course and develops students' knowledge and skills to analyze the historical, cultural and social-economic context of Chinese society at a more in-depth level. This course is available to the general student body beyond the first-year level and will serve to fulfill the Culture and Creative Expression requirements.

*Carley Dyer moved and Caroline Soo seconded:*

**26/06** The new course, CHIN 250 - Chinese Culture and Society (Field School) and Cap Core designation under the heading of *Culture and Creative Expression* be recommended to Senate for approval.

**CARRIED**

**9. INFORMATION ITEMS**

**(a)** Arts and Entertainment Management Diploma

- Program Learning Outcome Revisions

**(b)** Adult Basic Education - General Upgrading

## **SENATE CURRICULUM COMMITTEE MEETING**

Friday, January 16, 2026 12:00 pm

VIA MS TEAMS

### **MINUTES**

---

- Summer 2026: Admission Requirement Revisions (additional language changes following the discussion at the November 2025 SCC meeting)
- (c) BIOL 200 - Genetics I  
BIOL 202 - Nutrition
- Fall 2026: Course Revisions (Evaluation Profile, Calendar Description, Course Content)

#### **10. BUSINESS ITEMS**

- (a) Structural Enhancements for Undergraduate Admissions at Capilano University: *An English Language Proficiency Standard (ugrad-ELPS) and Three Tiers of English Language Conditional Admission and Support (ugrad-ELCAS)* – Information Item  
*Presented by: Tracy Penny Light*

As part of the enrollment management, the University is focusing on three outcomes, recruitment and retention, fostering high quality learning experiences for students, and organizational and operational sustainability and aligns with the university values around health and well being because not having a standard English language proficiency standard across programs of study lead to inconsistencies primarily for students who come in with a variety of levels of preparedness in terms of English language preparation for their study and impacts faculty and how to support students.

The proposed changes introduce one coordinated undergraduate English language proficiency standard applicable to fully admitted students enrolled in undergraduate programs and a tiered undergraduate level English language conditional admission for students.

Further clarification regarding the proposal was provided and committee members provided additional feedback.

- (b) **Election of Vice Chair**

Committee members were requested to indicate if they wished to serve as the Vice Chair of the Committee. John Brouwer nominated himself and, as

**SENATE CURRICULUM COMMITTEE MEETING**

Friday, January 16, 2026 12:00 pm

VIA MS TEAMS

**MINUTES**

---

there were no further nominations, John Brouwer was acclaimed as the Vice-Chair for a two-year term starting February 2026.

The meeting was adjourned at 2:15 pm.

**Next Meeting: Friday, February 20, 2026**

---