

## SENATE CURRICULUM COMMITTEE MEETING

Friday, May 15, 2026 12:00 pm

VIA MS TEAMS

### MINUTES

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**PRESENT:** Julia Black (Chair), John Brouwer, Caroline Depatie, Hilary Duke, Carley Dyer, Stephen Evans, David Geary, Urmila Jangra, Alan Jenks, Harb Johal, Torin McLachlan, Chloe Miller, Jennifer Nesselroad, Robert Omura, Bethany Peterkin, Laura Prada, Caroline Soo, Dominique Walker, Danielle Wilson, Recorder: Mary Jukich

**REGRETS:** Graham Cook, Daniel Hersog

**GUESTS:** Morna Fraser, Melissa Panjer, Aurelea Mahood, Tia Kutschera Fox, Angeline Han,

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#### ***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.

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

*John Brouwer moved and Harb Johal seconded:*

To adopt the agenda.

**CARRIED**

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

*Rob Omura moved and Caroline Soo seconded:*

To adopt the April 17, 2026 minutes.

**CARRIED**

#### **4. SCHOOL OF BUSINESS**

Post-Baccalaureate Diploma in Financial Planning Program Profile

*Presented by: Morna Fraser*

The Post-Baccalaureate Financial Planning Diploma program profile is being revised in order to maintain industry relevance, reflect the Federal Government CIP code emphasis on quantitative rigour (CIP code Financial Mathematics 27.0305), and to ensure affordability and PGWP eligibility alignment for international learners. The following revisions were presented for approval:

- Changing the total credit hours from 45 to 39 credits
- Changing the required courses
- Removing elective courses

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On discussion, some concerns were noted regarding the decrease in the credit hours particularly as this may not feel like a two-year program when the credit count is so low. A question was also raised on whether research was undertaken regarding the reduced credit count. In addition, comments in the meeting chat platform indicated concern that decisions were being made based on "market forces" versus what would be considered good academic practices with regards to program credits/workload/length.

To address the concerns, the presenter noted the department took direction from the Centre in Excellence (CIE) and the content does meet the requirements and is a robust program. In addition, the presenter noted that the students already have a degree and have had the core curriculum, making the students take additional courses may not be necessary nor be in the students' best interest.

*Caroline Depatie moved and Daniel Hersog seconded:*

**26/46** The revisions to the Post-Baccalaureate Diploma in Financial Planning Program Profile be recommended to Senate for approval.

**CARRIED**

#### 5. SCHOOL OF LEGAL STUDIES

Minor in Legal Studies Program Profile

*Presented by: Melissa Pranger*

The Minor in Legal Studies program profile is being revised with the addition of three courses. These courses will benefit students and provide them with more options to complete their Minor requirements. The prerequisites for each course ensure that students have foundational skills, whether legal or otherwise, to succeed in the respective courses. Accordingly, SCC was requested to approve the revisions to the program profile with the addition of the following three courses:

- LAW 361 Employment Agencies and Tribunals
- LAW 390 Bankruptcy and Insolvency Law
- LAW 391 Canadian Income Tax Law

*Torin McLachlin moved and Caroline Soo seconded:*

**26/47** The revisions to the Minor in Legal Studies program profile be recommended to Senate for approval.

**CARRIED**

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#### **6. SCHOOL OF LEGAL STUDIES**

LAW 475 - AI in Legal Research and Analysis

*Presented by: Melissa Pranger*

SCC was requested to approve the new course, LAW 475 - AI in Legal Research and Analysis, effective Fall 2026 for the Bachelor of Legal Studies (Paralegal) Degree and Paralegal Certificate. This is a new upper-level elective that will provide students with the opportunity to learn how to use AI tools effectively, ethically and responsibly in areas of legal research and analysis.

During the review, it was noted that the course outline needed to be updated to include the New Cap U safety App., ALERT AWARE <https://www.capilanou.ca/about-capu/get-to-know-us/news/2025/title-9083169-en.php>

In addition, it was noted that the course outline did not include information regarding the use of large language models (LLM) in the completion of assignments. As this is a course that involves AI, is this something that would be considered? The following was suggested:

Although this course is all about the evaluation of AI in a legal context, no AI can be used to complete assignments unless the instructor gives explicit permission to do this.

There was also a suggestion regarding the robustness of the course description and potential strengthening, thinking with Bloom's taxonomy framework. The suggested wording could be as follows:

This course covers artificial intelligence (AI) in legal research and analysis. Students will learn about what AI is, ethical concerns and responsible use, frameworks for assessment, skill sets required, and impacts on the profession. They will develop and demonstrate foundational literacy and operative fluency through a series of evaluations and comparisons of different AI platforms/tools. Students will leave the course able to enter the legal profession with the necessary knowledge and skills regarding AI in legal research and analysis.

*Julia Black moved and John Brouwer seconded:*

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**26/48** The new course, LAW 475 - AI in Legal Research and Analysis, be recommended to Senate for approval. **CARRIED**

**7. SCHOOL OF LEGAL STUDIES**

Bachelor of Legal Studies (Paralegal) Admission Requirement

Paralegal Diploma Admission Requirement

Paralegal Certificate Admission Requirement

*Presented by: Melissa Pranger*

SCC was requested to approve the admission requirements revisions, effective Fall 2027, as follows:

- Bachelor of Legal Studies (Paralegal) Degree and the Paralegal Diploma:
  - Elimination of the requirement for two letters of reference;
  - Elimination of the associated “Additional Information” about the letters of reference.
- Paralegal Certificate and the Paralegal Diploma:
  - Change “ENGL” to “English” in the Basic Requirements;
  - Eliminate the associated “Additional Information” about English courses completed at other postsecondary institutes.

*Julia Black moved and Jennifer Nesselroad seconded:*

**26/49** The revisions to the admission requirements of the Bachelor of Legal Studies (Paralegal) Degree be recommended to Senate for approval. **CARRIED**

*Julia Black moved and John Brouwer seconded:*

**26/50** The revisions to the admission requirements of the Paralegal Diploma be recommended to Senate for approval. **CARRIED**

*Julia Black moved and Jennifer Nesselroad seconded:*

**26/51** The revisions to the admission requirements of the Paralegal Certificate be recommended to Senate for approval. **CARRIED**

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#### **8. INFORMATION ITEMS**

- (a)** Health Care Assistant Certificate  
FALL 2026: Revisions to the International Admission  
Requirements/Admission Notes (in response to Registry requirements)
  
- (b)** Post-Baccalaureate Diploma in Financial Planning  
SPRING 2027: Revisions to the Program Learning Outcomes.
  
- (c)** Post-Baccalaureate Diploma in Financial Planning  
SPRING 2027: Revisions to the Program Learning Outcomes.

#### **9. BUSINESS ITEMS**

- (a) 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
  - Julia Black – Allied Health or Education & Childhood Studies
  - Caroline Soo – Public Administration or Kinesiology
  - Bethany Peterkin - Library
  - Student – Sofia Hughes
  - Student – Milo Prentice
  - Student – Alisha Samnani

The meeting was adjourned at 1:30 pm.

**Next Meeting: Friday, June 12, 2026**

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