



SENATE CURRICULUM COMMITTEE MEETING

Friday, February 17, 2012 1:00 pm LB321

MINUTES

PRESENT: Jackie Snodgrass (Chair), Anna Lee Boulton, Robert Campbell, Graham Fane, Marion Haythorne, Rita Isola, Lynn Jest, Vineet Johnson, Rorri McBlane, Karen McCredie, Jennifer Moore, Heather Plume, Maggie Reagh, Sheila Ross, Michael Thoma, Ghazal Tohidi, Jo Wang, Milton Williams, Recording Secretary: Mary Jukich

REGRETS: Kim Bothen, Brent Calvert, Karin Hall

GUESTS: Nigel Amon, Caroline Depatie, Ted Hamilton, Jen Lashek, Doreen Manuel, Craig Simmons, Jane Still

The Chair called the meeting to order at 1:00 p.m. and guests were introduced and welcomed.

SCC was informed that for this semester, Brent Calvert will represent Media Arts and Kim Bothen Visual & Performing Arts.

The Chair reminded SCC that membership terms for some faculty members would be ending and areas should be notified to determine new representatives or renewal of memberships. The following members or areas have membership terms ending on August 15, 2012.

- Media Arts
- Visual and Performing Arts
- Marion Haythorne – Applied Business Technology, Legal Studies, Communications
- Rorri McBlane – Tourism and Outdoor Recreation Management
- Maggie Reagh – Developmental Studies
- Karin Hall – Library
- Milton Williams – Student Services

New and renewed members of the Committee will be formally appointed at the March Senate meeting.

The term for Chair of the Committee is also expiring and Jackie requested that anyone interested in serving as Chair to forward their name.

Members were reminded of the calendar deadline in place for approval of changes going into next year's calendar. Changes to courses and programs to be implemented in the 2012/2013 year need to be submitted by the March SCC meeting for approval at the April Senate meeting.

The Registrar's Office now requires clean copies of all documentation presented at SCC. Clean copies of documentation incorporating both changes requested by the Committee and those indicated prior to the meeting must be submitted to the Committee's Clerk.

1. APPROVAL OF AGENDA

Item #9, Continuing Education was moved to Item #4.
Addition of Information Item #1 - Language for Pre-Requisites and Electives.

*On the motion of Robert Campbell and seconded by Rita Isola:
the amended Agenda was approved.*

CARRIED

2. MINUTES

A typographical error in Michael Thoma's name was noted on page 4, first paragraph.

*On the motion of Milton Williams and seconded by Vineet Johnson:
the amended Minutes of the meeting of January 20, 2012 were approved.*

CARRIED

3. COMMUNICATIONS

Bachelor of Communication Studies Program Profile
Presented by: Ted Hamilton

SCC was requested to approve revised language with regard to the elective structure of the Bachelor of Communication Studies program profile to read:

42 other elective credits no more than 18 of which are to come from any single subject area, and at least 12 of which must be at the upper (300 or 400) level.

Approval was also requested to revise, for clarification, the foreign language requirement to read:

6 credits of a single foreign language.

Anna Lee Boulton moved and Jennifer Moore seconded that:

12/13 The revisions to the Bachelor of Communication Studies Program Profile be recommended for approval to the Senate.

CARRIED

4. ENGLISH

Change of Pre-Requisite Exemption for the EDT for BENG-052

Presented by: Sheila Ross

As BENG-052 is provincially recognized as the equivalent of Grade 12 English, the English Department requested that an exemption standard be applied so that any student who completes BENG-052 with a B+ or higher be exempt from writing the EDT. The exemption will take effect in the Fall 2012.

Robert Campbell moved and Vineet Johnson seconded that:

12/14 Any student who completes BENG-052 with a B+ or higher be exempt from writing the EDT, with the change taking effect in the Fall 2012 be recommended for approval to the Senate.

CARRIED**5. SOCIAL SCIENCES**

SOSC 249 – Social Sciences Field School

SOSC 349 – Social Sciences Study Abroad

Presented by: Rita Isola

SOSC 249 is a new course intended for instructors who wish to add a field school component to their course and may want to run the course with instructors from other disciplines. Students benefit from the multidisciplinary approach and receive three credits.

SOSC 349 is a new course intended for students who do a semester abroad but do not receive transfer credit from the hosting institution. The new course will provide a course template for these students to earn six credits.

Robert Campbell moved and Graham Fane seconded that:

12/15 The two new courses, SOSC 249 Social Sciences Field School and SOSC 349 Social Sciences Study Abroad, be recommended for approval to the Senate.

CARRIED**6. IIDF**

IDF 126 – Introduction to Screenwriting

IDF 119 – Professional Development I

IDF 120 – Indigenous Cinema Studies

IDF 128 – Production Management

IDF 127 – Introductory Documentary

IDF 139 – Technical Foundations

IDF 141 – Technical Arts

IDF 140 – Technical Directing

IDF 136 – Production/Post Production

IDF 137 – Narrative Production

IDF 103 – Production Design

Indigenous Independent Digital Filmmaking Certificate Program Profile

Indigenous Independent Digital Filmmaking Diploma Program Profile

Presented by: Doreen Manuel

SCC was requested to approve revisions of 100 level IIDF courses and the addition of five new courses to facilitate a better flow of instruction between first and second year of the IIDF Diploma.

The Indigenous Independent Digital Filmmaking Certificate program profile and Indigenous Independent Digital Filmmaking Diploma program profile are being revised to indicate the course revisions and addition of the new courses.

Milton Williams moved and Jennifer Moore seconded that:

12/16 The revisions to IDF 126 Introduction to Screenwriting, IDF 119 Professional Development I, IDF 120 Indigenous Cinema Studies, IDF 128 Production Management, IDF 127 Introductory Documentary, the new courses IDF 139 Technical Foundations, IDF 141 Technical Arts, IDF 140 Technical Directing, IDF 136 Production/Post Production, IDF 137 Narrative Production, IDF 103 Production Design, and the resulting changes to the Indigenous Independent Digital Filmmaking Certificate Program Profile and Indigenous Independent Digital Filmmaking Diploma Program Profile, be recommended for approval to the Senate.

CARRIED

7. DIGITAL VISUAL EFFECTS

VFX 140 – Digital Matte Painting I
 VFX 200 – Visual Effects Lighting and Rendering
 VFX 205 – Visual Effects Production I
 VFX 210 – Digital Compositing III
 VFX 240 – Digital Matte Painting II
 VFX 231 – Visual Effects Animation III
 VFX 215 – Visual Effects Production II
 VFX 220 – Visual Effects Demo Reel
 VFX 230 – Visual Effects Work Project
 Digital Visual Effects Diploma Program Profile
Presented by: Craig Simmons

As a result of consultation with the advisory committee and industry partners, approval was requested for revisions to the curriculum of the Digital Visual Effects Diploma to address areas missing from the 2nd year curriculum.

Graham Fane moved and Lynn Jest seconded that:

12/17 The revision to VFX 140 Digital Matte Painting I, the new courses, VFX 200 Visual Effects Lighting and Rendering, VFX 205 Visual Effects Production I, VFX 210 Digital Compositing III, VFX 240 Digital Matte Painting II, VFX 231 Visual Effects Animation III, VFX 215 Visual Effects Production II, VFX 220 Visual Effects Demo Reel, VFX 230 Visual Effects Work Project and the resulting revisions to the Digital Visual Effects Diploma Program Profile, be recommended for approval to the Senate.

CARRIED

8. ECONOMICS

ECON 350 – Revolutions: Economics and the Economy
Presented by: Nigel Amon

ECON 350 Revolutions: Economics and the Economy is a new course being proposed to initiate the development of a range of upper level economics courses.

Robert Campbell moved and Rita Isola seconded that:

- 12/18** The new course, ECON 350 Revolutions: Economics and the Economy be recommended for approval to the Senate.

CARRIED

9. CONTINUING EDUCATION

HATG 901 – Module 1: Introduction to Tourism and Cultural Tourism
 CMNG 911 – Module 2: Aboriginal History, Culture, Traditions & Interpretation Skills
 CERT 910 – Module 3: Tourism Industry Training and Certifications
 HATG 902 – Module 4: Aboriginal Event Management
 RCRG 901 – Module 5: Ocean Kayaking Leadership and Skills
 PDVG 911 – Module 6: Personal Development and Employment Search Strategies
 CDVG 901 – Module 7: Tourism Work Experience
 Introduction to Cultural Tourism
Presented by: Caroline Depatie

Introduction to Cultural Tourism is a new non-credit, 10-week Continuing Education program that introduces students to the tourism industry. The program is composed of seven modules.

During the review of Module 3, it was suggested that clarification be added to indicate that students are required to complete all three occupational certificates in order to be eligible to complete the program.

Rorri McBlane moved and Heather Plume seconded that:

- 12/19** Final approval of the Introduction to Cultural Tourism, and the associated modules, HATG 901 Module 1: Introduction to Tourism and Cultural Tourism, CMNG 911 Module 2: Aboriginal History, Culture, Traditions & Interpretation Skills, CERT 910 Module 3: Tourism Industry Training and Certifications, HATG 902 Module 4: Aboriginal Event Management, RCRG 901 Module 5: Ocean Kayaking Leadership and Skills, PDVG 911 Module 6: Personal Development and Employment Search Strategies, CDVG 901 Module 7: Tourism Work Experience, be recommended for approval to the Senate.

CARRIED

10. ANIMATION

ANIM 010 – Animation Principles and Timing
 ANIM 020 – Design Basics for Animation
 ANIM 030 – Drawing for Animation
 ANIM 040 – Digital Animation and Design
 DIGI 010 – Computer Animation Basics
 DIGI 020 – Modeling and Texturing
 DIGI 030 – Character Design and Sculpture
 Animation Fundamentals Program Profile and
 Computer Animation and Visual Effects Program Profile
Presented by: Craig Simmons

ANIM 010 Animation Principles and Timing, ANIM 020 Design Basics for Animation, ANIM 030 Drawing for Animation, ANIM 040 Digital Animation and

Design, DIGI 010 Computer Animation Basics, DIGI 020 Modeling and Texturing, DIGI 030 Character Design and Sculpture are being revised to correct inconsistencies in credits and contact hours. Re-allocating instruction and lab sections in the programs will provide clarification to students what their time expectations will be during the classes. The course outlines for Animation Fundamentals reflect current scheduling of 4-week courses running during an 8-week period. The Animation Fundamentals program profile and Computer Animation and Visual Effects program profile are being revised to reflect the revisions to the courses.

Anna Lee Boulton moved and Michael Thoma seconded that:

- 12/20** The revisions to ANIM 010 Animation Principles and Timing, ANIM 020 Design Basics for Animation, ANIM 030 Drawing for Animation, ANIM 040 Digital Animation and Design, DIGI 010 Computer Animation Basics, DIGI 020 Modeling and Texturing, DIGI 030 Character Design and Sculpture and the resulting revisions to the Animation Fundamentals Program Profile and Computer Animation and Visual Effects Program Profile, be recommended for approval to the Senate.

CARRIED

11. SCHOOL OF BUSINESS

INMA 500 – International Business Strategy
 INMA 505 – International Human Resource Management
 INMA 510 – The Effective Manager
 INMA 515 – Marketing Across Cultures
 INMA 520 – Graduate Research Methodology
 INMA 530 – Integrated Research Project in International Business
 INMA 535 – Dissertation in International Business
 International Management Graduate Diploma
Presented by: Graham Fane and Heather Plume

The International Management Graduate diploma is a new one-year program that will offer undergraduate business students an opportunity to specialize in the area of international business management. The program is designed for students with a business undergraduate degree, or a degree that is closely related to a business degree. The program will allow students to expand their international learning experience and students will complete the second term of the program abroad at Hertfordshire University in England.

During the review of the proposed new course, INMA 535, it was suggested that for clarity, the sixth sentence under “Course Description”, beginning with “A dissertation handbook” be moved to under the heading “Required Text and Other Resources”.

Ghazal Tohidi moved and Jennifer Moore seconded that:

- 12/21** Final approval of the International Management Graduate Diploma and the associated new courses, INMA 500 International Business Strategy, INMA 505 International Human Resource Management, INMA 510 The Effective Manager, INMA 515 Marketing Across Cultures, INMA 520 Graduate Research Methodology, INMA 530 Integrated Research

CARRIED

Project in International Business and INMA 535 Dissertation in International Business be recommended for approval to the Senate.

12. SCHOOL OF BUSINESS

North American and International Management Graduate Diploma

Presented by: Graham Fane and Heather Plume

The North American and International Management Graduate Diploma program combines two existing programs (North American Business Management Post Baccalaureate Diploma with the International Management Graduate Diploma) into a new two year program. The program was developed to accommodate international students and give offshore business graduates the tools necessary to operate within the North American business environment.

Vineet Johnson moved and Jennifer Moore seconded that:

12/22 Final approval of the North American and International Management Graduate Diploma be recommended for approval to the Senate.

CARRIED

13. SCHOOL OF BUSINESS

Business Administration for International Students Diploma

Presented by: Graham Fane and Heather Plume

The Business Administration for International Students Diploma is a new two year program taught over six semesters at Capilano University, and combines 60 credits of Business course work with English for Business studies. The program is designed for international students whose English is a second language, and who wish to develop the skills and competencies to conduct business in English either in Canada or with international firms who do business in English speaking countries.

Lynn Jest moved and Marion Haythorne seconded that:

12/23 Final approval of the Business Administration for International Students Diploma be recommended for approval to the Senate.

CARRIED

FOLLOW-UP ITEMS

None

INFORMATION ITEMS

Information Item #1 - Language for Pre-Requisites and Electives

As information, Karen presented language guidelines on pre-requisites and electives for use by program areas when developing course outlines. An electronic copy of the language will also be sent electronically to Deans and DAC's.

There being no further business, the meeting concluded at 3:35 p.m.

Next Meeting: March 16, 2012
