



SENATE CURRICULUM COMMITTEE MEETING

Friday, February 16, 2018 12:00 pm

Capilano University – Room LB321

MINUTES

- PRESENT:** Deb Jamison (Chair), Deanna Baxter, Sean Ashley, Kim Bothen, Julia Denholm, Megan Jones, Michelle Gunness, Karin Hall, Darcie Hillebrand, Samantha Loren, Aurelea Mahood, Karen McCredie, Pascal Milelli, Christina Schulz, Caroline Soo, Recording Secretary, Mary Jukich
- REGRETS:** Chris Bottrill, Annabella Cant, Shahnaz Darayan, Caroline Depatie, Seanna McPherson, Jeff Ross, Sandra Seekins, Halia Valladares
- GUESTS:** Bernadette Andrade, Kazuko Mito, Alison McNeil, Mary Giovannetti, Josema Zamorano, Grace McNab, Yolande Westwell-Roper, Adam Sale, Cheryl Schreder, Sheila Ross, Diane Koch
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Acknowledgement

We respectfully acknowledge the Lil'wat, Musqueam, Squamish, Sechelt and Tsleil-Waututh people on whose territories our campuses are located.

1. Welcome

The Chair called the meeting to order at 12:05 pm.

SCC was provided with a brief update that in a meeting with the VPA, the Registrar and the Deans, it was determined that SCC is not the correct committee to be reviewing Stage 1 of new credential proposals because its mandate is curriculum. In this regard, the Stage 1 process will be revised by removing the peer review step and having the Stage 1 proposals vetted at the Senate Academic Planning and Program Review Committee instead of SCC.

2. Approval of the Agenda

*Julia Denholm moved and Michelle Gunness seconded:
To adopt the agenda.*

CARRIED

3. Approval of the Minutes

*Julia Denholm moved and Michelle Gunness seconded:
To adopt the January 26, 2018 minutes.*

CARRIED



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4. JAPANESE

JAPN 100 – Beginning Japanese I

JAPN 101 – Beginning Japanese II

JAPN 200 – Intermediate Japanese I

JAPN 201 – Intermediate Japanese II

Presented by: Kazuko Mito

The courses provide students with the solid linguistic and social base of and for modern Japanese. The titles of all four courses are also being revised to add “and Culture” to recognize the clearly existing culture component in these language courses.

Darcie Hillebrand moved and Deanna Baxter seconded:

18/22 JAPN 100 – Beginning Japanese I, JAPN 101 – Beginning Japanese II, JAPN 200 – Intermediate Japanese I, and JAPN 201 – Intermediate Japanese II be recommended to Senate for approval as Cap Core courses under the heading *Culture and Creative Expression*, as well as the revisions to the course titles to Beginner and Intermediate Japanese Language and Culture I and II.

CARRIED

5. PUBLIC ADMINISTRATION

PADM 309 – Municipal Administration and Community Involvement in BC

Presented by: Alison McNeill

SCC was requested to consider a pre-requisite revision and Cap Core designation to PADM 309. The pre-requisites are being revised to remove the specific reference to ENGL 100.

Christina Schulz moved and Julia Denholm seconded:

18/23 PADM 309 – Municipal Administration and Community Involvement in BC be recommended to Senate for approval as a Cap Core course under the heading *Self and Society*, as well as the revision to the pre-requisites.

CARRIED



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6. SCHOOL OF BUSINESS

BADM 102 – Quantitative Methods
 BADM 106 – Organizational Behavior
 BADM 107 – Business Law 1
 BADM 210 – Business Statistics
 BADM 470 – Business Policy and Strategy
 BADM 475 – Negotiation Skills
 BFIN 141 – Accounting
 BFIN 193 – Accelerated Financial Accounting
 BFIN 431 – Advanced Management Accounting
 BMKT 316 – Branding and Innovation
 BMKT 401 – Applied Marketing Methods
Presented by: Mary Giovannetti

SCC was requested to approve Cap Core designation and course title changes to courses as presented.

On review of BADM 106, it was suggested that the final exam be listed as the last item under the evaluation profile.

Kim Bothen moved and Aurelea Mahood seconded:

18/24 BADM 106 – Organizational Behavior and BADM 107 – Business Law 1 be recommended to Senate for approval as Cap Core courses under the heading *Self and Society*.

CARRIED

Darcie Hillebrand moved and Aurelea Mahood seconded:

18/25 BADM 102 – Quantitative Methods, BADM 210 – Business Statistics, BFIN 141 – Accounting and BFIN 193 – Accelerated Financial Accounting be recommended to Senate for approval as Cap Core courses under the heading *Numeracy*, as well as the revisions to the course titles to BFIN 141 – Introductory Accounting 1 and BFIN 193 – Compressed Introductory Financial Accounting.

CARRIED

The pre-requisites for BADM 475 – Negotiation Skills are being revised from 84 to 75 credits of 100-level or higher coursework.



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Sean Ashley moved and Michelle Gunness seconded:

18/26 BADM 475 – Negotiation Skills and BMKT 316 – Branding and Innovation be recommended to Senate for approval as Cap Core courses under the heading *Experiential*, as well as the revisions to the pre-requisites to BADM 475 – Negotiation Skills.

CARRIED

On review of BADM 470 – Business Policy and Strategy, BFIN 431 – Advanced Management Accounting and BMKT 401 – Applied Marketing Methods, concerns were raised with the proposed Cap Core designations and, accordingly, these courses will require further review and feedback from the Cap Core Ad Hoc Committee.

7. IDEA

IDES 132 – Survey and Principles of Illustration II

IDES 141 – Survey and Principles of Design I

IDES 490 – Industry Practicum

Presented by: Pascal Milelli

Students who successfully complete IDES 132 and IDES 141 will satisfy four of the seven outcomes under *Culture and Creative Expression* and students who successfully complete IDES 490 will satisfy all of the *Experiential* outcomes.

On review, it was noted that the course outlines were in a different format than the approved course outline format and it was requested that the outlines be put into the approved format.

A suggestion was also made that, under required texts, instead of indicating a specific date, to change the required texts to the most recent edition.

Aurelea Mahood moved and Christina Schultz seconded:

18/27 IDES 132 – Survey and Principles of Illustration II and IDES 141 – Survey and Principles of Design I be recommended to Senate for approval as Cap Core courses under the heading *Culture and Creative Expression*, and IDES 490 – Industry Practicum be approved as a Cap Core course under the heading *Experiential*.

CARRIED



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8. SPANISH

SPAN 100 – Beginning Spanish I

SPAN 101 – Beginning Spanish II

SPAN 200 – Intermediate Spanish I

SPAN 201 – Intermediate Spanish II

Presented by: Josema Zamorano

The courses provide students with significant cultural content from the Hispanic world, Spanish language being the core component. The titles of all four courses are also being revised to add “and Culture” to recognize the clearly existing culture component in these language courses.

Karin Hall moved and Kim Bothen seconded:

18/28 SPAN 100 – Beginning Spanish I, SPAN 101 – Beginning Spanish II, SPAN 200 – Intermediate Spanish I and SPAN 201 – Intermediate Spanish II be recommended to Senate for approval as Cap Core courses under the heading *Culture and Creative Expression*, as well as the revisions to the course titles to Beginner and Intermediate Spanish Language and Culture I and II.

CARRIED

9. JAZZ

JAZZ 231 – Theory of Tonal Music and Jazz IV

JAZZ 282 – Jazz Improvisation III

JAZZ 283 – Jazz Improvisation IV

JAZZ 400 – Interdisciplinary Seminar: Special Topics in Musicology

JAZZ 401 – Interdisciplinary Seminar: Special Topics

JAZZ 422 – Instrumental Pedagogy (Secondary)

JAZZ 497- Jazz Performance VIII

Jazz Studies Diploma Program Profile

Presented by: Grace McNab

SCC was requested to consider the following:

- JAZZ 231 as a *Capstone* course
- JAZZ 282 and 283 as *Experiential* courses
- JAZZ 400 as a *Culture and Creative Expression* course
- JAZZ 401 as an *Experiential* course
- JAZZ 422 and 497 as *Capstone* courses



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Deanna Baxter moved and Kim Bothen seconded:

- 18/29** The following courses be recommended to Senate for approval as **CARRIED**
 Cap Core courses under the following headings:
 JAZZ 231 – Theory of Tonal Music and Jazz IV: *Capstone*
 JAZZ 282 – Jazz Improvisation III: *Experiential*
 JAZZ 283 – Jazz Improvisation IV: *Experiential*
 JAZZ 400 – Interdisciplinary Seminar: Special Topics in Musicology:
Culture and Creative Expression
 JAZZ 401 – Interdisciplinary Seminar: Special Topics: *Experiential*
 JAZZ 422 – Instrumental Pedagogy (Secondary): *Capstone*
 JAZZ 497 – Jazz Performance VIII: *Capstone*.

The Jazz Studies Diploma Program Profile is being revised to include the statement “Students whose primary instrument is piano are required to complete 2.0 credits of Secondary PMI in lieu of JAZZ 116 and 117. Students with extensive training in piano may be allowed to take 2.0 credits of Secondary PMI in lieu of JAZZ 116 and 117 subject to Department approval.”

Michelle Gunness moved and Samantha Loren seconded:

- 18/30** The revision to the Jazz Studies Diploma Program Profile be **CARRIED**
 recommended to Senate for approval.

Moved, seconded and resolved:

To extend the meeting to 2:30 pm.

10. PHILOSOPHY

PHIL 101 – Introductory Philosophy: Ethics

PHIL 120 – Scientific Reasoning

Presented by: Yolande Westwell-Roper

PHIL 101 meets the learning outcome requirements for *Self and Society* courses and PHIL 120 meets the learning outcome requirements for *Science and Technology* courses.



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Sean Ashley moved and Kim Bothen seconded:

18/31 PHIL 101 – Introductory Philosophy: Ethics be recommended to Senate for approval as a Cap Core course under the heading *Self and Society* and PHIL 120 – Scientific Reasoning as a Cap Core course under the heading *Science and Technology*.

CARRIED

11. VISUAL EFFECTS

VFX 130 – Visual Effects Animation I

VFX 220 – Visual Effects Demo Reel

Presented by: Adam Sale

Students who successfully complete VFX 130 will meet all of the outcomes under *Numeracy* and students who successfully complete VFX 220 will meet all of the outcomes under *Capstone*.

Pascal Milelli moved and Deanna Baxter seconded:

18/32 VFX 130 – Visual Effects Animation I be recommended to Senate for approval as a Cap Core course under the heading *Numeracy* and VFX 220 – Visual Effects Demo Reel as a Cap Core course under the heading *Capstone*.

CARRIED

12. GEOGRAPHY

GEOG 100 – Human Geography: People, Places and Cultures

GEOG 101 – Environmental Geography: Understanding the Issues

GEOG 112 – Physical Landscapes I

GEOG 208 – Canada: A Nation of Regions

Presented by: Cheryl Schreder

These courses are generally fully enrolled and represent the foundation of learning and teaching in human, environmental, regional and physical geography.

Michelle Guinness moved and Aurelea Mahood seconded:

18/33 GEOG 100 – Human Geography: People, Places and Cultures, GEOG 101 – Environmental Geography: Understanding the Issues, and GEOG 208 – Canada: A Nation of Regions be recommended

CARRIED



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to Senate for approval as Cap Core courses under the heading *Self and Society* and GEOG 112 – Physical Landscapes I under the heading *Science and Technology*.

13. SCHOOL OF BUSINESS

BADM 218 – Leadership in Teams
BADM 460 – Business and Society
BCPT 305 – Management of Information Systems
BMKT 360 – Marketing Research
BMKT 369 – Digital Marketing
Presented by: Mary Giovannetti

SCC was requested to consider Cap Core designation under the heading of *Self and Society* to BADM 218 – Leadership in Teams and BADM 460 – Business and Society, as well as a revision to the pre-requisite for BADM 460 from 84 to 75 credits of 100-level or higher coursework.

Kim Bothen moved and Michelle Gunness seconded:

18/34 BADM 218 – Leadership in Teams and BADM 460 – Business and Society be recommended to Senate for approval as Cap Core courses under the heading *Self and Society*, as well as the revision to the pre-requisite for BADM 460.

CARRIED

On review of BCPT 305 – Management of Information Systems, BMKT 360 – Marketing Research and BMKT 369 – Digital Marketing, concerns were raised with respect to the proposed Cap Core designations and, accordingly, these courses will require further review and feedback from the Cap Core Ad Hoc Committee.

14. ENGLISH

ENGL 103 – Studies in Contemporary Literature
ENGL 107 – First Nations Literature and Film
ENGL 109 – Contemporary Issues in Literature and Culture
Presented by: Sheila Ross

SCC was requested to approve revisions to the course titles and Cap Core designation under the heading *Culture and Creative Expression* to ENGL 103 –



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Studies in Contemporary Literature, ENGL 107 – First Nations Literature and Film, and ENGL 109 – Contemporary Issues in Literature and Culture.

Michelle Gunness moved and Aurelea Mahood seconded:

18/35 ENGL 103 – Studies in Contemporary Literature, ENGL 107 – First Nations Literature and Film and ENGL 109 – Contemporary Issues in Literature and Culture be recommended to Senate for approval as Cap Core courses under the heading *Culture and Creative Expression*, as well as the revisions to the course titles as follows:
ENGL 103 – Introduction to Literature
ENGL 107 – Indigenous Literature and Film
ENGL 109 – Literature and Contemporary Culture

CARRIED

15. EDUCATION ASSISTANT PROGRAM

SEA 101 – Working in Schools

SEA 108 – Strategies 2: Supporting Students in Low Incidence Areas

Education Assistant Certificate Program Profile

Presented by: Diane Koch

The co-requisites for SEA 101 and SEA 108 are being revised to allow for out-of-sequence course scheduling in future cohort opportunities.

The Education Assistant Certificate Program Profile is being revised to indicate removal of the 3-credit elective course and the addition of the CMNS course.

Michelle Gunness moved and Samantha Loren seconded:

18/36 The revisions to the co- and pre-requisites for SEA 101 – Working in Schools and SEA 108 – Strategies 2: Supporting Students in Low Incidence Areas and the resulting revision to the Education Assistant Certificate Program Profile be recommended to Senate for approval.

CARRIED

16. INFORMATION ITEMS

(a) SEA 107, 108, 109, 110 – Course Revisions (Title)

(b) Continuing Studies & Executive Education - Report



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(c) Calendar Deadline

Effective for the 2018/2019 University Calendar, only items approved by the April Senate will be published in the annual calendar.

17. BUSINESS ITEMS

(a) SCC Membership Terms

Members with terms ending as of August 2018 were reminded to indicate whether or not they wished to serve a further two-year term.

(b) March Meeting(s)

There was a discussion regarding whether to extend the March 16th meeting or to schedule an additional meeting in order to process the anticipated volume of agenda items. Members indicated their preference to schedule an additional meeting for March 23rd.

There being no further business, and on a motion duly made and seconded, the meeting was adjourned at 2:30 pm.

Next Meeting: Friday, March 16, 2018 12:00 – 2:00 pm
