



SENATE CURRICULUM COMMITTEE MEETING

Friday, May 18, 2018 12:00 pm
 Capilano University – Room LB 321

MINUTES

- PRESENT:** Deb Jamison (Chair), Sean Ashley, Annabella Cant, Shahnaz Darayan, Caroline Depatie, Michelle Gunness, Darcie Hillebrand, Samantha Loren, Aurelea Mahood, Brad Martin, Seanna McPherson, Karen McCredie, Pascal Milelli, Caroline Soo, Recording, Secretary, Mary Jukich
- REGRETS:** Deanna Baxter, Kim Bothen, Chris Bottrill, Julia Denholm, Megan Jones, Karin Hall, Jeff Ross, Christina Schulz, Sandra Seekins, Halia Valladares
- GUESTS:** Graham Cook, Tamara Dakic, David Geary, Tammy Towill
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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**
2. **Approval of the Agenda**

Information Item #12c – Marketing and Communications was added to the agenda.

*Pascal Milelli moved and Caroline Depatie seconded:
 To adopt the amended agenda.*

CARRIED

3. **Approval of the Minutes**

*Annabella Cant moved and Aurelea Mahood seconded:
 To adopt the April 20, 2018 minutes.*

CARRIED

4. **MOPA**
 MOPA 220 – Line Producing and Production Management
Presented by: David Geary

SCC was requested to approve MOPA 220 as a Cap Core course under the heading *Numeracy*, as well as quantitative/analytical designation. It was noted that although *Numeracy* is recommended as foundational for Cap Core in the first year, the course can fulfill the Numeracy requirement in the second year



SENATE CURRICULUM COMMITTEE MEETING

Friday, May 18, 2018 12:00 pm
Capilano University – Room LB 321

MINUTES

(and the Cap Core ad hoc committee was consulted and made a recommendation in this regard).

CARRIED

Moved by Seanna McPherson and seconded by Pascal Milelli

18/76 MOPA 220 – Line Producing and Production Management be recommended to Senate for approval as a Cap Core course under the heading *Numeracy*, as well as designation as a quantitative/analytical course.

5. SCHOOL OF BUSINESS

BADM 335 – Workplace Development
Presented by: Darcie Hillebrand

In order to open the course up to all students, the pre-requisites for BADM 335 are being revised from “BADM 302 plus 60 post-secondary Business Administration credits” to “45 credits of 100 level or higher coursework.”

Sean Ashley moved and Darcie Hillebrand seconded:

18/77 The pre-requisite revisions to BADM 335 – Workplace Development be recommended to Senate for approval.

CARRIED

6. COMPUTING AND DATA SCIENCE

COMP 101 – Computers and Their Application
COMP 106 – Programming with Robots
COMP 115 – Writing SOLID Code: Fundamentals
COMP 120 – Computer Science for Engineers
COMP 301 – Computing Technologies in a Digital Culture
Presented by: Tamara Dakic

SCC was requested to approve the following:

- COMP 101, COMP 106, COMP 115, and COMP 120 as Cap Core courses under the heading *Numeracy*;
- COMP 101 and COMP 301 as Cap Core courses under the heading *Science and Technology*;
- COMP 101 and COMP 106 to be designated as quantitative/analytical courses;



SENATE CURRICULUM COMMITTEE MEETING

Friday, May 18, 2018 12:00 pm
Capilano University – Room LB 321

MINUTES

- COMP 120 and COMP 301 to have COMP 115 added as an alternative pre-requisite.

Caroline Depatie moved and Caroline Soo seconded:

18/78 COMP 101, COMP 106, COMP 115, and COMP 120 be recommended to Senate for approval as Cap Core courses under the heading *Numeracy*; COMP 101 and COMP 301 as Cap Core courses under the heading *Science and Technology*; COMP 101 and COMP 106 to be designated as quantitative/analytical courses; and the pre-requisite revisions to COMP 120 and COMP 301.

CARRIED
1 Abstention
1 Opposed

7. LINGUISTICS

LING 100 – Introduction to General Linguistics: Language Structure

LING 202 – Explorations in English Etymology

Presented by: Aurelea Mahood

LING 100 – Introduction to General Linguistics: Language Structure and LING 202 – Explorations in English Etymology provide students with practice in the description and analysis of language. Entry and exist points are articulated throughout BC through BCCAT and these courses conform with those standards.

During the review of the courses, some minor formatting revisions were requested to the LING 100 course outline, including insertion of page numbers and the University logo (and it was suggested that references to page numbers under Course Content be removed).

Annabella Cant moved and Darcie Hillebrand seconded:

18/79 LING 100 – Introduction to General Linguistics: Language Structure and LING 202 – Explorations in English Etymology be recommended to Senate for approval as Cap Core courses under the heading *Culture and Creative Expression*.

CARRIED
1 Abstention

8. SOCIOLOGY

SOC 351 – Modernism, Postmodernism, and Society

Presented by: Graham Cook



SENATE CURRICULUM COMMITTEE MEETING

Friday, May 18, 2018 12:00 pm
Capilano University – Room LB 321

MINUTES

SCC was requested to approve SOC 351 – Modernism, Postmodernism, and Society as a Cap Core course under the heading *Self and Society*. As well, the pre-requisites are being revised to remove SOC 101 and some minor changes have been made to the evaluation profile.

Darcie Hillebrand moved and Annabella Cant seconded:

18/80 SOC 351 – Modernism, Postmodernism, and Society be recommended to Senate for approval as a Cap Core course under the heading *Self and Society*, as well as the pre-requisite and evaluation profile revisions.

CARRIED

9. TREC

TOUR 404 – Travel Distribution Management
Presented by: Caroline Depatie

SCC was requested to approve revisions to the pre-requisites and evaluation profile of TOUR 404 – Travel Distribution Management. The pre-requisites are being revised to delete “including TOUR 212 or 312.”

On review and discussion, some minor formatting revisions were requested, including the addition of the template header and removal of the generic footer.

Sean Ashley moved and Michelle Gunness seconded:

18/81 The revisions to the pre-requisites and course evaluation profile to TOUR 404 – Travel Distribution Management be recommended to Senate for approval.

CARRIED

10. SCHOOL OF BUSINESS

International Management Graduate Diploma – Admission Requirement
North American Business Management Post Baccalaureate Diploma –
Admission Note and Program Profile

North American Business Management Applied Post Baccalaureate Diploma –
Admission Note and Program Profile

North American and International Management Graduate Diploma –
Admission Note and Program Profile

NABU 318 – Project Management



SENATE CURRICULUM COMMITTEE MEETING

Friday, May 18, 2018 12:00 pm
 Capilano University – Room LB 321

MINUTES

NABU 330 – Cross Border Issues in Strategic Human Resource Management
 NABU 470 – North American Business Policy & Strategy
 NABU 480 – North American Business Practicum Work Experience I
 NABU 504 – Strategic Management, Value Chain and Social Sustainability
 BADM 320 – Special Topics in Business Administration I
 BADM 322 – Current Issues in Business Administration I
 BADM 323 – Current Issues in Business Administration II
 BADM 324 – Current Issues in Business Administration III
 BADM 325 – Special Topics in Business Administration III
 BADM 406 – Directed Study III
 BMKT 315 – e-Business Analysis and Administration
 BMKT 317 – Introduction to Mobile App Marketing & Commercialization
 BMKT 360 – Marketing Research
 BMKT 367 – Promotion Strategy and Analysis
 BMKT 370 – Social Media Marketing
 BMKT 405 – Marketing Projects in Industry
 BMKT 408 – Product Development
Presented by: Tammy Towill

The International Management Graduate Diploma Program is part of a joint program with the University of Hertfordshire in the UK. Students are able to complete two credentials in one year: the Graduate Diploma in International Management from Capilano and the Master of Science (MSc) in International Business from the University of Hertfordshire. As a result and in order to better align with the effective laddering into the Master of Science (MSc) in International Business from the University of Hertfordshire, SCC was requested to approve revisions to the International Management Graduate Diploma, North American Business Management Post Baccalaureate, North American Business Management Applied Post Baccalaureate, and North American and International Management Graduate Diploma program profiles and revisions to course pre-requisites (and the presenter was asked to provide Curriculum with the revised course outlines indicating the pre-requisite revisions).

On review of the program profiles, the following further revisions were requested on page 2 of the rationale memo regarding Admission Requirements:

- First bullet, last line – add the following words to the end of the line: “or mature student status”;



SENATE CURRICULUM COMMITTEE MEETING

Friday, May 18, 2018 12:00 pm
 Capilano University – Room LB 321

MINUTES

- Third bullet – strike out the word “Canada” and insert “Vancouver” and strike out the word “abroad” and insert “outside Vancouver”;
- Fourth bullet – strike out the word “Recommended.”

Darcie Hillebrand moved and Aurelea Mahood seconded:

CARRIED

18/82 The revisions to the International Management Graduate Diploma, North American Business Management Post Baccalaureate, North American Business Management Applied Post Baccalaureate, and North American and International Management Graduate Diploma program profiles and admission notes be recommended to Senate for approval.

Darcie Hillebrand moved and Michelle Gunness seconded:

CARRIED

18/83 The pre-requisite revisions to:

NABU 318 – Project Management
 NABU 330 – Cross Border Issues in Strategic Human Resource Management
 NABU 470 – North American Business Policy & Strategy
 NABU 480 – North American Business Practicum Work Experience I
 NABU 504 – Strategic Management, Value Chain and Social Sustainability
 BADM 320 – Special Topics in Business Administration I
 BADM 322 – Current Issues in Business Administration I
 BADM 323 – Current Issues in Business Administration II
 BADM 324 – Current Issues in Business Administration III
 BADM 325 – Special Topics in Business Administration III
 BADM 406 – Directed Study III
 BMKT 315 – e-Business Analysis and Administration
 BMKT 317 – Introduction to Mobile App Marketing & Commercialization
 BMKT 360 – Marketing Research
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SENATE CURRICULUM COMMITTEE MEETING

Friday, May 18, 2018 12:00 pm
Capilano University – Room LB 321

MINUTES

be recommended to Senate for approval.

11. BUSINESS ITEMS

(a) Election of Chair

A call was presented three times for Chair of SCC, and on nomination by Caroline Depatie, Deb Jamison was nominated and agreed to serve as Chair of SCC for a two-year term pending confirmation of section release.

12. BUSINESS ITEMS

(a) TOUR 114 – Course Revisions

(b) Continuing Studies Report

(c) Communications & Marketing

Presented by: Victoria Miles

Victoria Miles, Communications & Marketing, provided an overview regarding determining consistency with respect to the hyphenation of post-baccalaureate and post-graduate programs and the use of the ampersand and the resulting impact on marketing materials. On discussion, members indicated that before this issue can be explored further, research be undertaken with respect to system requirements and capability and that this should begin at the department level.

There being no further business, and on a motion duly made and seconded, the meeting was adjourned at 2:00 pm.

Next Meeting: Friday, June 8, 2018 12:00 – 2:00 pm
