



SENATE CURRICULUM COMMITTEE MEETING

Friday, October 19, 2018 12:00 pm

Capilano University – Room LB 321

MINUTES

PRESENT: Deb Jamison (Chair), Deanna Baxter, Sean Ashley, Shahnaz Darayan, Michael Fleming, David Geary, Michelle Gunness, Darcie Hillebrand, Brad Martin, Pascal Milelli, Blake Rowsell, Graeme Sleep, Caroline Soo, Laureen Styles, Halia Valladares, Recording Secretary, Mary Jukich

REGRETS: Jocelyn Hallman, Keith Lam, Aurelea Mahood, Seanna McPherson, Majid Raja, Rachel Yu

GUESTS: John Fairlie, Azita Shafai

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

*Darcie Hillebrand moved and Halia Valladares seconded:
To adopt the agenda.*

CARRIED

3. Approval of the Minutes

*Laureen Styles moved and Pascal Milelli seconded:
To adopt the September 21, 2018 minutes.*

CARRIED

4. IDEA

Bachelor of Design in Visual Communication Program Profile
Presented by: Pascal Milelli

The Bachelor of Design in Visual Communication program profile is being revised to reflect the *Numeracy* Cap Core breadth elective in term 3 for 2022 graduates and term 2 for 2023 graduates.

Deanna Baxter moved and Michelle Gunness seconded:

18/99 The revisions to the Bachelor of Design in Visual Communication program profile be recommended to Senate for approval.

CARRIED



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5. LEGAL STUDIES

Citation in Contract Law

Presented by: John Fairlie

The Citation in Contract Law is a three-course citation designed primarily for business organizations with ongoing educational needs to raise the level of competence of staff and managers on legal issues facing their operations, with a focus on contract negotiation, procurement and management. The courses comprising this citation may be delivered onsite (on-campus or off-campus) or online.

It was noted that this credential was previously approved using the expedited exception approval process on a one-time basis. The organization for which this was approved would like to provide training for at least one more cohort of its employees based on this citation and have an approved budget to pay for the courses. As well, it is anticipated that other organizations will also be interested in this credential.

Halia Valladares moved and Darcie Hillebrand seconded:

18/100 The Citation in Contract Law be recommended to Senate for approval.

CARRIED

6. SCHOOL OF BUSINESS

BADM 466 – Managing Change

BFIN 431 – Advanced Management Accounting

BMKT 405 – Marketing Projects in Industry

IBUS 434 – Advanced Topics in Cross-Cultural Business

Presented by: Darcie Hillebrand / Azita Shafai

The pre-requisites for BADM 466 – Managing Change, BFIN 431 – Advanced Management Accounting, BMKT 405 – Marketing Projects in Industry and IBUS 434 – Advanced Topics in Cross-Cultural Business are being revised to include 300-level courses and 75 credits of 100-level or higher course work. SCC was also requested to approve Cap Core designation for these courses under the heading *Experiential*.



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Halia Valladares moved and Darcie Hillebrand seconded:

18/101 The pre-requisites revisions to BADM 466 – Managing Change, BFIN 431 – Advanced Management Accounting, BMKT 405 – Marketing Projects in Industry and IBUS 434 – Advanced Topics in Cross-Cultural Business, as well as Cap Core designation under the heading *Experiential* be recommended to Senate for approval.

CARRIED

7. **FIRST YEAR SEMINAR**

FYS 100 – Culture & Creative Expression

FYS 101 – Self & Society

FYS 102 – Science & Technology

FYS 110 – Culture & Creative Expression

FYS 111 – Self & Society

FYS 112 – Science & Technology

FYS 120 – Culture & Creative Expression

FYS 121 – Self & Society

FYS 122 – Science & Technology

FYS 130 – Culture & Creative Expression

FYS 131 – Self & Society

FYS 132 – Science & Technology

FYS 140 – Culture & Creative Expression

FYS 141 – Self & Society

FYS 142 – Science & Technology

Presented by: Laureen Styles / Laura MacKay

First-Year seminars are rigorous academic Cap Core courses that feature unique, thematic, faculty-designed content as a lens with which to assist students in the acquisition of the skills expected of successful undergraduate students. Each Faculty will have three generic course shells, one per each Cap Core integration theme. The course outlines are similar to a special topic course whereby the specific topic changes each semester depending on the instructor. The section level titles will be adjusted to reflect the particular syllabi topic and to help differentiate between courses. The academic home of the instructor will determine which FYS course is mounted in a given term. The FYS courses are general electives that are aligned with Cap Core integration themes and are intended for students who have taken fewer than 30 credits.



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On review of the proposed courses, concern was raised with regard to the vetting process at the Faculty level of courses that are developed, and that it may be beneficial to have the courses come through SCC to ensure that as breadth courses they meet and align with Cap Core requirements. On further discussion and in order to address this concern, it was agreed that Laureen Styles will provide SCC with an operational flow chart that outlines the process for approval of First Year Seminar courses (including attendance at approval meetings by a member of the Cap Core committee and/or a member of SCC).

The following revisions were requested to the course outlines:

- In the course note, the word “less” be replaced with “fewer”;
- For consistency, the participation grade for the education courses 120/121/122 be changed to match those of the other FYS courses.

Laureen Styles moved and Blake Rowsell seconded:

18/102 The new courses, FYS 100 – Culture & Creative Expression, FYS 101 – Self & Society, FYS 102 – Science & Technology, FYS 110 – Culture & Creative Expression, FYS 111 – Self & Society, FYS 112 – Science & Technology, FYS 120 – Culture & Creative Expression, FYS 121 – Self & Society, FYS 122 – Science & Technology, FYS 130 – Culture & Creative Expression, FYS 131 – Self & Society, FYS 132 – Science & Technology, FYS 140 – Culture & Creative Expression and FYS 141 – Self & Society and FYS 142 – Science & Technology be recommended to Senate for approval.

CARRIED
11 yes
2 abstentions

8. INFORMATION ITEMS

- (a) New Subject Request: FYS (First-Year Seminar)

9. BUSINESS ITEMS

No business items were presented.

There being no further business, and on a motion duly made and seconded, the meeting was adjourned at 1:30 pm.

Next Meeting: Friday, November 16th, 2018 - 12:00 – 2:00 pm
