



SENATE CURRICULUM COMMITTEE MEETING

Friday, September 21, 2018 12:00 pm

Capilano University – Room LB 321

MINUTES

PRESENT: Deb Jamison (Chair), Sean Ashley, Deanna Baxter, Shanaz Darayan, Michael Fleming, David Geary, Michelle Gunness, Jocelyn Hallman, Darcie Hillebrand, Keith Lam, Aurelea Mahood, Brad Martin, Seanna McPherson, Pascal Milelli, Mary Ross, Blake Rowsell, Graeme Sleep, Caroline Soo, Laureen Styles, Halia Valladares, Rachel Yu, Recording Secretary, Mary Jukich

REGRETS: Majid Raja

GUESTS: Bruno Tomberli, Ted Gervan

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

The following items were added to the agenda:

- #6(b) – Orientation
- #9 – Course Challenge

Laureen Styles moved and Halia Valladares seconded:

To adopt the amended agenda.

CARRIED

3. Approval of the Minutes

A typographical error was noted.

Brad Martin moved and Aurelea Mahood seconded:

To adopt the amended August 17, 2018 minutes.

CARRIED

4. PHYSICS AND ASTRONOMY

ASTR 142 – Introduction to Cosmology

Presented by: Bruno Tomberli

SCC was requested to approve ASTR 142 – Introduction to Cosmology as a new course, as well as to approve its designation as a Q/A and a Science course, as well as a Cap Core course under the heading *Science and Technology*.



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During the review, the following further revisions were requested:

- Under Pre-requisites, the word “or” be added between “MATH 105 (pass)” and “MATH 105 may be taken concurrently.”
- Under Evaluation Profile, a description/explanation be added for the 10% Performance Evaluation.

Sean Ashley moved and Michael Fleming seconded:

18/96 The new course, ASTR 142 – Introduction to Cosmology, be recommended to Senate for approval, as well as designation as a Q/A course, a Science course, and a Cap Core course under the heading *Science and Technology*.

CARRIED

During the review of this course, concern was expressed with regard to the requirement for adding additional pre-requisites. A broader conversation arose regarding whether to insert standard language in course outlines regarding electives, rather than including long lists of courses. Members indicated agreement that Laureen Styles, Toran Savjord, and Mary Ross will meet to discuss this process item regarding a list of equivalences and that information regarding follow-up would be provided at a later SCC meeting.

5. FRENCH

FREN 205 – Intermediate French II

FREN 215 – Oral French Practice

FREN 270 – Advanced French I

FREN 271 – Advanced French II

Presented by: Michael Fleming

SCC was requested to approve Cap Core designation to the above-noted courses as they represent entry point courses for students with Secondary Core French 12 and for French immersion students. Revisions to course titles and calendar descriptions were presented as information items.



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Deanna Baxter moved and Caroline Soo seconded:

18/97 FREN 205 – Intermediate French II, FREN 215 – Oral French Practice, FREN 270 – Advanced French I, and FREN 271 – Advanced French II be recommended to Senate for approval as Cap Core courses under the heading *Culture and Creative Expression*.

CARRIED

6(a) PERFORMING ARTS

Bachelor of Performing Arts – Admission Requirements

Presented by: Ted Gervan

As Capilano delivers this program in collaboration with Douglas College, the admission requirements of the Bachelor of Performing Arts are being revised to align with the admission requirements statement on the Douglas College website. During the review, the following further revisions were requested to the first bullet under the “Proposed Admission Requirements”:

- add “of 100-level or higher coursework” after “Completion of a minimum 87 credits”; and
- add “additional” between “...and 12” and “upper-level credits” so that it now reads “and 12 additional upper-level credits.”

Seanna McPherson moved and Pascal Milelli seconded:

18/98 The revisions to the admission requirements of the Bachelor of Performing Arts be recommended to Senate for approval.

CARRIED

6(b) ORIENTATION

Deb Jamison provided a presentation regarding the Senate Curriculum Committee, including membership, mandate and structure, processes, and procedures.

7. INFORMATION ITEMS

- (a) BFIN 142 – Course Revisions (learning outcomes/evaluation profile)
- (b) Associate of Science Degree – Biology – Revisions (program profile)
- (c) IDES 131, IDES 252, DSGN 440, DSGN 441, DSGN 442, DSGN 443 – Revisions (learning outcomes)



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8. BUSINESS ITEMS

(a) Suggestions for Improvements

The following suggestions were presented by members for improvement to SCC:

- A comment was made about collegiality around the table and that SCC should ensure that presenters are aware of SCC's processes and procedures so that they come prepared for open dialogue.
- A suggestion was presented for a review of the SCC Mandate and Structure to ensure that there is language around SCC making recommendations to Senate. It was noted that the Board recently changed its subcommittee terms of reference to a standard template, and that the same idea be considered for Senate subcommittees. Once a template is developed, it could be brought back to the subcommittees to draft their own terms of reference.
- A working group is being struck by the VP Academic & Provost to review and determine timelines for diplomas and certificates.
- With regard to the calendar deadline for courses and program profiles, work will be undertaken to see how this can be moved forward and make this more flexible. This will be undertaken by Toran, Laureen, and the Registrar's Office.
- An issue was raised with respect to course outlines posted on the website overlapping with website protocol. A review will be undertaken by the Registrar's Office, Laureen, and Toran to do some scoping to identify the issues/responsibilities for posting course outlines on the CapU website and the information will be brought forward to SCC for engagement and dialogue in forming recommendations.
- Work regarding articulation will also be undertaken by Laureen, Toran, and the Registrar's office.



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9. Course Challenge

Presented by: Michael Fleming

Members discussed a recent issue wherein students were seeking to challenge courses, but there was no clear record of the process for course challenge. Upon discussion, it was noted that there is a form and process in place; however, communication needs to be provided to all areas to ensure that they are informed. There also needs to be a mechanism in place to support existing practices. In going forward, it was suggested that Laureen, Mary, and Toran review and provide feedback regarding the internal and external processes for students to challenge courses.

There being no further business, and on a motion duly made and seconded, the meeting was adjourned at 1:50 pm.

Next Meeting: Friday, October 19th, 2018 - 12:00 – 2:00 pm
