



SENATE CURRICULUM COMMITTEE MEETING

Friday, September 15, 2017 12:00 pm

Capilano University – Room LB321

MINUTES

PRESENT: Deb Jamison (Chair), Deanna Baxter, Sean Ashley, Kim Bothen, Annabella Cant, Julia Denholm, Caroline Depatie, Marnie Findlater, Michelle Gunness, Karin Hall, Darcie Hillebrand, Aurelea Mahood, Karen McCredie, Seanna McPherson, Pascal Milelli, Halia Valladares, Recording Secretary: Mary Jukich

REGRETS: Chris Bottrill, Jeff Ross, Caroline Soo, Christina Schulz, Sandra Seekins

GUESTS: Bernadette Andrade, Geordie Roberts, Kirsten McIlveen, Lisa Hoover, Christine Mori

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

Two items were added to the agenda:

- Cap Core Overview
- Outline Operational Details

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

CARRIED

3. Approval of the Minutes

Prior to the approval of the minutes, clarification was requested with regard to the Committee's role in terms of approving programs and courses that are not in line with current University policies and how that fits into the approval process. It was further suggested that guidance may be required from Senate.

Karen McCredie moved and Michelle Gunness seconded:
To adopt the August 18, 2017 minutes.

CARRIED



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4. MUSIC

Music Diploma – Admission Requirements

Presented by: Geordie Roberts

The admission requirements for the Music Diploma are being revised to change the number of required academic Grade 12 courses from three to two (along with the University's English requirements).

The presenter was requested to provide clean copies of the program profile.

Julia Denholm moved and Halia Valladares seconded:

17/63 The revisions to the admission requirements of the Music Diploma be recommended to Senate for approval.

CARRIED

5. WGST

WGST 345 - Gender, Slums and Urbanization in the Global South

Presented by: Kirsten McIlveen

WGST 345 - Gender, Slums and Urbanization in the Global South is a new course that will help students to more fully understand cities in the Global South and provide a more rigorous analysis of the role and situation of women. The course was developed to add to the current complement of offerings.

Aurelea Mahood moved and Marnie Findlater seconded:

17/64 The new course, WGST 345 – Gender, Slums and Urbanization in the Global South be recommended to Senate for approval.

CARRIED

7. INFORMATION ITEMS

(a) Continuing Studies & Executive Education – No Report

(b) Calendar Deadline

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



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11. BUSINESS ITEMS

(a) New Course Approval Form

Members were reminded to use the new Course Approval Form, which is posted on the University website.

(b) Program Development

Bernadette Andrade and Lisa Hoover

Members were provided with a presentation from Academic Initiatives and Planning on the program development process. The presentation included details on program review, timing, expectations and preparation, as well as the areas of responsibility for the process.

(c) Outline Operational Details

Presented by: Julia Denholm

As background, an ad hoc committee was struck to review operational details included in course outlines to ensure programs are meeting the needs of the University and departments and for consistency. The ad hoc committee determined that a review of the course outline and syllabus was also required as these are two distinct documents and serve distinct functions.

Members reviewed and discussed the proposed new course outline and course syllabus. Some minor concerns were noted and explanations provided. Members were invited to provide any further comments and feedback to Julia by Wednesday, September 20th.

It was noted that the expectation is that areas commence using the new form.

(d) Cap Core Overview

Presented by: Julia Denholm

An overview was provided on the framework for general education at the University. Cap Core will be implemented in the Fall of 2018 and, as mandated by Senate, will be up for review within 2 years of the implementation date.



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(e) Orientation

The SCC Orientation will be presented at the October SCC meeting.

There being no further business, and on a motion duly made and seconded, the meeting was adjourned at 2:15 pm.

Next Meeting: Friday, October 20, 2017 12:00 – 2:00 pm
