



SENATE CURRICULUM COMMITTEE MEETING

Friday, May 15, 2009 1:00 pm LB195

MINUTES

PRESENT: Jackie Snodgrass (Chair), Anna Lee Boulton, Karin Hall, Marion Haythorne, Meike Wernicke-Heinrichs, Karin Jager, Dorothy Jantzen, Violet Jesson, Lynn Jest, Rorri McBlane, Grace McNab, Jennifer Moore, Mahak Yaseri, Recording Secretary: Mary Jukich

REGRETS: Aaron Bergner, Robert Campbell, Margaret Dulat, Mary Giovannetti, Peter Holden, Doug Johnstone, Keith Van, Itidal Sadek, Milton Williams

GUESTS: Judith Watson, Ted Hamilton, Sharla Sava, Alison McNeil, Leighan Crowe, Jen Moses, Cara Zaskow, Seanna McPherson, Jo Wang, Dawn Moore, Gillian Barber, Geordie Roberts

1. APPROVAL OF AGENDA

Item #9 ECCE – EDUC 475 was removed from the Agenda
 Item #14 Engineering – APSC 130, 140 and the program profiles were removed from the Agenda
 Information Item - ASAS 214 Name Change was added to the Agenda
 Item #11 Applied Behaviour Analysis was moved to the end of the Agenda

*On the motion of Rorri McBlane and seconded by Anna Lee Boulton
 the amended Agenda was approved*

CARRIED

2. MINUTES

*On the motion of Marion Haythorne and seconded by Rorri McBlane
 the Minutes of the meeting of April 17, 2009 were approved.*

CARRIED

The Chair introduced and welcomed to the meeting, Judith Watson, School of Business, Ted Hamilton and Sharla Sava, Communications, Alison McNeil, Public Administration Program, Leighan Crowe, Applied Business Technology, Jen Moses, Early Childhood Care and Education, Cara Zaskow, Applied Behaviour Analysis, Seanna McPherson, Motion Picture Production, Jo Wang, Engineering, Dawn Moore and Gillian Barber, Theatre/Acting for Stage and Screen and Geordie Roberts, Music.

The Chair asked Committee members if they would be available to attend the June 19th SCC meeting as scheduled or if they would prefer to meet one week earlier on June 12th. It was decided by a show of hands that members preferred June 12th for the next SCC meeting. A notice will be sent to SCC indicating that the SCC meeting has been rescheduled.

3. SCHOOL OF BUSINESS

BFIN 286 – Personal Finance

Certificate in the Business Administration Program Profile

Certificate in the Business Administration Program Profile – Advanced Program

Diploma in the Business Administration Program Profile

Bachelor of Business Administration Program Profile

Presented by: Judith Watson

BFIN 286 Personal Finance is a new finance course to expand Capilano's current finance offerings. This course will enable students to understand the importance of personal financial planning. Some minor revisions were noted and a revised course outline will be prepared. The Certificate in the Business Administration Program Profile, Certificate in the Business Administration Program Profile – Advanced Program, Diploma in the Business Administration Program Profile and the Bachelor of Business Administration Program Profiles are being revised to indicate the addition of the new course.

Rorri McBlane moved and Marion Haythorne seconded that:

09/24 BFIN 286 Personal Finance and the revisions to Certificate in the Business Administration Program Profile, Certificate in the Business Administration Program Profile – Advanced Program, Diploma in the Business Administration Program Profile and Bachelor of Business Administration Program Profile be recommended for approval to Senate.

CARRIED

4. SCHOOL OF BUSINESS

BADM 460 – Business & Society

BADM 465 – Management Decision Making

BADM 466 – Managing Change

BADM 470 – Business Policy & Strategy

BADM 475 – Negotiation Skills

BFIN 411 – Advanced Financial Accounting

BMKT 401 – Applied Marketing Methods

BMKT 405 – Marketing Projects in Industry

IBUS 434 – Advanced Topics in Cross-Cultural Business

BFIN 241 – Finance for Managers

BFIN 350 – Advanced Financial Management

BFIN 348 – Accounting Information Systems

BFIN 431 – Advanced Management Accounting

Presented by: Judith Watson

As a result of students entering senior courses without the necessary English skills, ENGL 100 is being added as a pre-requisite to BADM 460 Business & Society, BADM 465 Management Decision Making, BADM 466 Managing Change, BADM 470 Business Policy & Strategy, BADM 475 Negotiation Skills, BFIN 411 Advanced Financial Accounting, BMKT 401 Applied Marketing Methods, BMKT 405 Marketing Projects in Industry and IBUS 434 Advanced

Topics in Cross-Cultural Business. Also, pre-requisite changes were requested to BFIN 241 Finance for Managers, BFIN 350 Advanced Financial Management and BFIN 348 Accounting Information Systems. The pre-requisites of BFIN 431 Advanced Management Accounting are being revised to indicate BFIN 350 as highly recommended.

Anna Lee Boulton moved and Mahak Yaseri seconded that:

09/25 The pre-requisite revisions to BADM 460 Business & Society, BADM 465 Management Decision Making, BADM 466 Managing Change, BADM 470 Business Policy & Strategy, BADM 475 Negotiation Skills, BFIN 411 Advanced Financial Accounting, BMKT 401 Applied Marketing Methods, BMKT 405 Marketing Projects in Industry, IBUS 434 Advanced Topics in Cross-Cultural Business, BFIN 241 Finance for Managers, BFIN 350 Advanced Financial Management, BFIN 348 Accounting Information Systems and BFIN 431 Advanced Management Accounting be recommended for approval to the Senate.

CARRIED

5. COMMUNICATIONS

CMNS 353 – Communication Technology in the Workplace and Everyday Life
 CMNS 370 – Photography as Communication: Fact and Fiction
Presented by: Ted Hamilton/Sharla Sava

CMNS 353 Communication Technology in the Workplace and Everyday Life and CMNS 370 Photography as Communication: Fact and Fiction are two new courses which will form part of the 300-level course options in the proposed CMNS degree. CMNS 353 will deal with the implications of new communication technologies on work processes in the information society and CMNS 370 will emphasize the importance of photography in mass media. Some minor revisions were requested to both course outlines and revised forms will be prepared.

Karin Jager moved and Anna Lee Boulton seconded that:

09/26 CMNS 353 Communication Technology in the Workplace and Everyday Life and CMNS 370 Photography as Communication: Fact and Fiction be recommended for approval to the Senate.

CARRIED

6. PADM

PADM 305 – Problem Solving and Decision Making Skills: Policy Analysis for Local Government Professionals
 Certificate in Local Government Administration Program Profile
Presented by: Alison McNeil

PADM 305 Problem Solving and Decision Making Skills: Policy Analysis for Local Government Professionals is a new course developed as a result of high student demand for a decision making skills course. This new course will provide students with skills to analyze policy and enable them to make recommendations to elected decision makers. The Certificate in Local Government Administration program profile is being revised to indicate the inclusion of the new course in the elective courses list.

Jennifer Moore moved and Marion Haythorne seconded that:

- 09/27** PADM 305 Problem Solving and Decision Making Skills: Policy Analysis for Local Government Professionals and the revisions to the Certificate in Local Government Administration Program Profile be recommended for approval to Senate.

CARRIED

7. DOCUMENTARY

DOCS 102 – Documentary Production I
DOCS 106 – Documentary Story, Part I
DOCS 108 – Documentary Studies
Documentary Program Profile
Presented by: Jennifer Moore

DOCS 102 Documentary Production I and DOCS 106 Documentary Story, Part I are two new courses developed as a result of student and faculty feedback after the first year of the new program. DOCS 108 Documentary Studies is being revised to a fifteen-week, 3 credit course which will begin in the fall term and continue in the spring. The program profile is being revised to indicate the addition of the two new courses.

Marion Haythorne moved and Anna Lee Boulton carried that:

- 09/28** DOCS 102 Documentary Production I and DOCS 106 Documentary Story, Part I, the revisions to DOCS 108 Documentary Studies and the revisions to the Documentary Program Profile be recommended for approval to the Senate.

CARRIED

8. APPLIED BUSINESS TECHNOLOGY

Accounting Assistant Diploma
Presented by Leighan Crowe

The Chair noted that this program had not gone through the normal approval in principle process as this new diploma program would not require any additional resources. The new diploma program was developed as a combination of existing courses currently being offered.

The Accounting Assistant Diploma will be an expansion of the Accounting Assistant Certificate program which will allow students to continue with their studies in accounting skills and enable them to obtain a diploma with an additional year of studies. VCC had offered a similar program and has since stopped offering it, resulting in many students approaching Capilano University for this type of program.

Mahak Yaseri moved and Rorri McBlane seconded that:

- 09/29** Final approval of the Accounting Assistant Diploma be recommended for approval to the Senate.

CARRIED

9. EARLY CHILDHOOD CARE AND EDUCATION

EDUC 256
EDUC 276
EDUC 277
EDUC 371
EDUC 350
EDUC 349

EDUC 352
 EDUC 354
 EDUC 356
 EDUC 357
 EDUC 358
 EDUC 359
 EDUC 390
 EDUC 373
 EDUC 375
 EDUC 376
 EDUC 379
 EDUC 470
 EDUC 471
 EDUC 472
 EDUC 473
 EDUC 474
 EDUC 475

Presented by: Jen Moses

The pre-requisites of EDUC 256, 276, 277, 371, 350, 349, 352, 354, 356, 357, 358, 359, 390, 373, 375, 376, 379, 470, 471, 472, 473 and 474 are being revised to enable students to take the courses in the expected order within the new degree program. Also, the course approval form for EDUC 371 should indicate “EDUC 277 pre-requisite with concurrency”.

Karin Jager moved and Anna Lee Boulton seconded that:

09/30 The pre-requisite revisions to EDUC 256, 276, 277, 371, 350, 349, 352, 354, 356, 357, 358, 359, 390, 373, 375, 376, 379, 470, 471, 472, 473 and 474 to be recommended for approval to the Senate.

CARRIED

EDUC 475 was removed from the Agenda.

10. JAZZ STUDIES

JAZZ 172 – Arranging I

JAZZ 101 – Beginning Theory for Jazz Studies I

JAZZ 102 – Beginning Theory for Jazz Studies II

Diploma in the Jazz Studies Program – Instrumental Concentration Program Profile

Diploma in the Jazz Studies Program – Vocal Concentration Program Profile

Presented by: Grace McNab

JAZZ 172 Arranging I is being revised to include one lab hour per week so that the instructor can support students’ development in music notation software use. To minimize failure rates in JAZZ 103, two new courses, JAZZ 101 and 102, have been developed to be equivalent to JAZZ 103. The two new courses will run for two terms, rather than one and will complete the same amount of work as the single term JAZZ 103 course. The Diploma in the Jazz Studies Program – Instrumental Concentration Program Profile and the Diploma in the Jazz Studies Program – Vocal Concentration Program Profile are being revised with the addition of the comment “JAZZ 101 and JAZZ 102 together may be substituted for JAZZ 103”.

Lynn Jest moved and Anna Lee Boulton seconded that:

- 09/31** The revisions to JAZZ 172 Arranging I, the two new courses, JAZZ 101 Beginning Theory for Jazz Studies I and JAZZ 102 Beginning Theory for Jazz Studies II and the revisions to the Diploma in the Jazz Studies Program – Instrumental Concentration Program Profile and the Diploma in the Jazz Studies Program – Vocal Concentration Program Profile be recommended for approval to the Senate.

CARRIED

JAZZ 250 – Introduction to Live Music Production
 Bachelor of Music in Jazz Studies – Arranging/Composing Program Profile
 Bachelor of Music in Jazz Studies – Education Stream Program Profile
 Bachelor of Music in Jazz Studies – General Studies Program Profile
 Bachelor of Music in Jazz Studies – Instrumental Performance Program Profile
 Bachelor of Music in Jazz Studies – Vocal Performance Program Profile
Presented by: Grace McNab

JAZZ 250 Introduction to Live Music Production is a new course which has been added to the fall third year and fall fourth year terms as an elective course. Except for Bachelor of Music in Jazz Studies – Vocal Performance Program Profile which is being revised with minor “housekeeping” revisions, the program profiles for Bachelor of Music in Jazz Studies – Arranging/Composing Program Profile, Bachelor of Music in Jazz Studies – Education Stream Program Profile, Bachelor of Music in Jazz Studies – General Studies Program Profile and Bachelor of Music in Jazz Studies – Instrumental Performance Program Profile are being revised to indicate the addition of this course as well as some other minor “housekeeping” revisions.

Anna Lee Boulton moved and Marion Haythorne seconded that:

- 09/32** JAZZ 250 Introduction to Live Music Production and the revisions to the Bachelor of Music in Jazz Studies – Arranging/Composing Program Profile, Bachelor of Music in Jazz Studies – Education Stream Program Profile, Bachelor of Music in Jazz Studies – General Studies Program Profile, Bachelor of Music in Jazz Studies – Instrumental Performance Program Profile, and the Bachelor of Music in Jazz Studies – Vocal Performance Program Profile be recommended for approval to the Senate.

CARRIED

11. APPLIED BEHAVIOUR ANALYSIS

ABA 309 – Practicum I – Interventionist
 ABA 310 – Practicum II – Interventionist
 ABA 343 – Ethics and Professional Standards
 ABA 344 – Autism Spectrum Disorders – I
 ABA 346 – Autism Spectrum Disorders – II
 ABA 410 – Practicum – III Assistant Behavior Analyst
 ABA 411 – Practicum – IV Assistant Behavior Analyst
 Bachelor of Arts in Applied Behavior Analysis – Autism Program Profile
Presented by: Cara Zaskow

Cara Zaskow advised SCC that the ABA – Autism degree had received final approval from the Minister.

The proposed revisions to the program profile were as a result of recommendations made by the Degree Quality Assessment Review Panel

(DQARP), appointed by the Ministry's Degree Quality Assessment Board. Two specific recommendations of the Board were first, to have a 1.5 credit observation-based practicum in the first semester of the program and secondly, to ensure that the degree specifically focused on autism. These recommendations resulted in the development of the two new courses, ABA 309 Practicum I – Interventionist and ABA 346 Autism Spectrum Disorders – II which will fulfill the recommendations from DQARP. With the addition of the two new courses, ABA 343 Ethics and Professional Standards changed to 1.5 credits from 3.0 credits.

The revisions to the remaining courses, ABA 310 Practicum II – Interventionist, ABA 344 Autism Spectrum Disorders – I, ABA 410 Practicum – III Assistant Behavior Analyst and ABA 411 Practicum – IV Assistant Behavior Analyst consisted of name changes and/or minor course content changes.

Karin Jager moved and Mahak Yaseri seconded that:

09/33 The two new courses, ABA 309 Practicum I – Interventionist and ABA 346 Autism Spectrum Disorders – II, the revisions to ABA 310 Practicum II – Interventionist, ABA 343 Ethics and Professional Standards, ABA 344 Autism Spectrum Disorders – I, ABA 410 Practicum – III Assistant Behavior Analyst and ABA 411 Practicum – IV Assistant Behavior Analyst and the revisions to the Bachelor of Arts in Applied Behavior Analysis – Autism Program Profile be recommended for approval by the Senate.

CARRIED

12. IDEA

IDEA 102 – Creative Thinking for Designers II
 IDEA 148 – Visual Culture Immersion
 IDEA 347 – Digital Branding
 IDEA 398 – Advanced Design and Illustration
 IDEA 399 – Campaign Integration
 IDEA 105 – Survey of Art and Illustration
 IDEA 145 – Photography for Designers
 IDEA 270 – Digital Applications I
 IDEA 341 – Production for Print and Digital Media I
 IDEA 342 – Production for Print and Digital Media II
 IDEA 394 – Portfolio & Professional Development
 IDEA Program Profiles

Presented by: Karin Jager

In conjunction with an industry advisory and in order to maintain industry relevancy, the department reviewed the current IDEA courses and program. To bring the program more in line with industry standards, the new courses, IDEA 102 Creative Thinking for Designers II, IDEA 148 Visual Culture Immersion, IDEA 347 Digital Branding, IDEA 398 Advanced Design and Illustration and IDEA 399 Campaign Integration were developed. Revisions to IDEA 105 Survey of Art and Illustration, IDEA 145 Photography for Designers, IDEA 270, Digital Applications I, IDEA 341 Production for Print and Digital Media I, IDEA 342 Production for Print and Digital Media II and IDEA 394 Portfolio & Professional Development were made. The program profile is being revised to indicate the new courses.

Dorothy Jantzen moved and Anna Lee Boulton seconded that:

09/34 The new courses, IDEA 102 Creative Thinking for Designers II, IDEA 148 Visual Culture Immersion, IDEA 347 Digital

Branding, IDEA 398 Advanced Design and Illustration and IDEA 399 Campaign Integration, the revisions to IDEA 105 Survey of Art and Illustration, IDEA 145 Photography for Designers, IDEA 270 Digital Applications I, IDEA 341 Production for Print and Digital Media I, IDEA 342 Production for Print and Digital Media II, IDEA 394 Portfolio & Professional Development and the revisions to the IDEA Program Profile be recommended for approval to the Senate.

CARRIED**13. MPPP**

Motion Picture Arts Certificate
 Motion Picture Arts Diploma
 MOPA 100 – Technical Directing
 MOPA 102 – Cinematography Foundation
 MOPA 104 – Introduction to Producing
 MOPA 106 – Story and Screenplay
 MOPA 108 – Introduction to Post Production
 MOPA 110 – MOPA Project #1
 MOPA 115 – Professional Development I
 MOPA 118 – Production and Post-Production
 MOPA 120 – MOPA Project #2
 MOPA 201 – The Director’s Craft
 MOPA 202 – History of Cinema I
 MOPA 203 – Basics of Production Design
 MOPA 204 – Producing
 MOPA 206 – Screenwriting
 MOPA 207 – Technical Motion Picture Arts
 MOPA 209 – Advanced Digital Editing
 MOPA 210 – MOPA Project #3
 MOPA 215 – Professional Development II
 MOPA 217 – Sound Design for Film and Video
 MOPA 219 – Entrepreneurship in the Motion Picture Industry
 Motion Picture Production Program Profiles
Presented by: Seanna McPherson

The new Motion Picture Arts degree under development over the past few years has been very well supported in the industry. The Full Program Proposal for the degree will be coming to SCC in June. This Certificate program will form the 100-level of the Bachelor of Motion Picture Arts program and of the Motion Picture Arts diploma program and will prepare students for an entry level position in the professional motion picture industry. The Diploma program will form the first two years of the Bachelor of Motion Picture Arts and will prepare students for entry level into almost every facet of film production.

Dorothy Jantzen moved and Grace McNab seconded that:

09/35 Final approval of the Motion Picture Arts Certificate and the Motion Picture Arts Diploma and the associated courses be recommended for approval to the Senate.

CARRIED

The Motion Picture Production Program Profiles were approved by SCC as presented.

Dorothy Jantzen moved and Marion Haythorne seconded that:

09/36 The Motion Picture Production Program Cohort Program Profiles, as presented, be recommended for approval to the

CARRIED

Senate.

14. **ENGINEERING**

COMP 120 – Computing Science for Engineers
 APSC 130 – Technical Drafting and Computer-Aided Design
 APSC 140 – Engineering Design
 Engineering – First Year Program Profile Stream A
 Engineering – First Year Program Profile Stream B
 Diploma in the Engineering Transition Program Profile
Presented by: Jo Wang

The pre-requisites for COMP 120 Computer Science for Engineers are being revised to include COMP 106. The department compiled statistics over the past two years and determined that some students who went straight to COMP 120 without taking COMP 106 were not adequately prepared to succeed in COMP 120.

Lynn Jest moved and Anna Lee Boulton seconded that:

09/37 The pre-requisite revision to COMP 120 Computing Science for Engineers be recommended for approval to the Senate.

CARRIED

APSC 130 – Technical Drafting and Computer-Aided Design
 APSC 140 – Engineering Design
 Engineering – First Year Program Profile Stream A
 Engineering – First Year Program Profile Stream B
 Diploma in the Engineering Transition Program Profile

These items were removed from the Agenda.

15. **THEATRE/ACTING FOR STAGE AND SCREEN**

Citation in Acting Fundamentals
 ASAS 208 – Performance I
 ASAS 215 – Voice for the Actor II
 ASAS 216 – Movement for the Actor II
 ASAS 308 – Performance II
 ASAS 341 – The Screen Actor's Process III
 ASAS 370 – The Actor's Business
 ASAS 380 – Applied Skills for Performance
 PMTI 102 – Private Music/Theatre Instruction - I
 PMTI 202 – Private Music/Theatre Instruction – III
 Certificate in Acting for Stage and Screen Program Profile
 Diploma in Acting for Stage and Screen Program Profile
 Diploma in Musical Theatre Program Profile
 Diploma in the Technical Theatre Program Profile
Presented by: Gillian Barber

The Citation in Acting Fundamentals is a one-semester introductory training program for actors in theatre, film and television. This new program will give a credential to those students who voluntarily leave the diploma program after successfully completing the first semester and also to those students who the department does not recommend to continue. After completion of the citation, students may audition for the diploma program or may transfer to another program at the university. Courses taken in this program are transferrable into specialized areas.

Dorothy Jantzen moved and Grace McNab seconded that:

- 09/38** Final approval of the Citation in Acting Fundamentals be recommended for approval to the Senate.

CARRIED

New courses for the Acting for Stage and Screen programs were presented. The Certificate in Acting for Stage and Screen Program Profile, Diploma in Acting for Stage and Screen Program Profile, Diploma in Musical Theatre Program Profile are being revised to reflect the inclusion of the new courses and some course name changes. The Diploma in the Technical Theatre Program Profile is being revised to indicate the revised position of the history courses.

Anna Lee Boulton moved and Lynn Jest seconded that:

- 09/39** The new courses, ASAS 208 Performance I, ASAS 215 Voice for the Actor II, ASAS 216 Movement for the Actor II, ASAS 308 Performance II, ASAS 341 The Screen Actor's Process III, ASAS 370 The Actor's Business, ASAS 380 Applied Skills for Performance, PMTI 102 Private Music/Theatre Instruction – I, PMTI 202 Private Music/Theatre Instruction – III and the revisions to the Certificate in Acting for Stage and Screen Program Profile, Diploma in Acting for Stage and Screen Program Profile, Diploma in Musical Theatre Program Profile and the Diploma in the Technical Theatre Program Profile be recommended for approval to the Senate.

CARRIED

16. MUSIC

MUS 124 – Musicianship Fundamentals I
Presented by: Geordie Roberts

The course MUS 124 Musicianship Fundamentals 1 is being revised from a 1 credit to a 2 credit course.

Rorri McBlane moved and Lynn Jest seconded that:

- 09/40** The revisions to MUS 124 Musicianship Fundamentals I be recommended for approval to the Senate.

CARRIED

INFORMATION ONLY

Item #1

ECCE Degree Program Profile Revision - EDUC 254 was originally scheduled to be a cross term course but will only be offered in the first term.

Item #2 – Title Change

Old Title - PMI 788 Commercial Bowed Strings
New Title – PMI 788 Jazz Bowed Strings

Item #3 – Title Changes

Old Title – IDEA 347 – Digital Branding

New Title – IDEA 347 – Digital Branding for Designers
Old Title – IDEA 399 – Campaign Integration
New Title – IDEA 399 – Campaign Integration for Designers

Additional Information Item: Name Change:

ASAS 214 from “The Working Actor II” to “The Screen Actor’s Process II”

There being no further business, the meeting concluded at 3:30 pm.

Next Meeting: June 12, 2009.