



## SENATE CURRICULUM COMMITTEE MEETING

Friday, April 19, 2013 1:00 pm LB321

### MINUTES

**PRESENT:** Robert Campbell (Chair), Carol Aitken, Karmen Blackwood, Deanna Baxter, Susan Bell, Anna Lee Boulton, Kim Bothen, Annabella Cant, Karin Hall, Vineet Johnson, Meike Wernicke-Heinrichs, Karen McCredie, Heather Plume, Maggie Reagh, Jeff Ross, Cheryl Schreder, Michael Thoma, Ghazal Tohidi, Recording Secretary: Mary Jukich

**REGRETS:** Graham Fane, Bill Gibson, Debbie Jamison, Jennifer Moore, Jenna Theny, Tammy Towill

**GUESTS:** Erin Crisfield, Jerome Genz, Paul McMillan, Alison McNeil

The Chair called the meeting to order at 1:00 p.m.

#### 1. APPROVAL OF AGENDA

Information Item #1 – School of Applied Business Program Titles was added to the agenda.

Item #4 – the title should have read “School of Public Administration”.

*On the motion Heather Plume and seconded by Kim Bothen:  
the amended Agenda was approved.*

**CARRIED**

#### 2. MINUTES

*On the motion of Vineet Johnson and seconded by Michael Thoma:  
the Minutes of the meeting of March 15, 2013 were approved.*

**CARRIED**

#### 3. BUSINESS ARISING

Guests were introduced and welcomed to the meeting.

Jeff Ross the new representative from Student Services was introduced.

SCC was informed that for May and June, in the absence of Vineet Johnson, Dr. Jerome Genz will serve as the interim representative for Global Stewardship, Public Administration & Human Kinetics.

### **Quantitative/Analytical Courses**

*Presented by: Robert Campbell*

SCC was informed that work continues on gathering course outlines and rationales for quantitative/analytical courses. It is anticipated that a meeting of the ad hoc committee will take place in May.

#### **4. SCHOOL OF PUBLIC ADMINISTRATION**

Local Government Leadership Development Certificate

*Presented by: Alison McNeil*

The Local Government Leadership Development Certificate is a new program designed specifically for local government management professionals who wish to improve their leadership abilities for more senior positions. The new program ladders into the PADM Advanced Certificate and Diploma programs at the University.

*Heather Plume moved and Vineet Johnson seconded that:*

**13/51** Final approval of the Local Government Leadership Development Certificate be recommended for approval to the Senate.

**CARRIED**

#### **5. BIOLOGY**

BIOL 110 – General Biology

*Presented by: Paul McMillan*

As a result of observed changes in student preparedness for university level biology and to streamline entry into first year biology, SCC was requested to approve revisions to the pre-requisites of BIOL 110 General Biology. The revision consisted of removing high school biology and chemistry pre-requisites. Eventually Biology 106/107 will not be offered.

*Vineet Johnson moved and Cheryl Schreder seconded that:*

**13/52** The pre-requisite revision to BIOL 110 General Biology be recommended for approval to the Senate.

**CARRIED**

#### **6. TOURISM MANAGEMENT**

Tourism Management for International Students Diploma Admission Requirement

*Presented by: Susan Bell*

In order to remain consistent with test score guidelines used within the English for Academic Purposes (EAP) Department, SCC was requested to approve revisions to the English language admission requirements for the Tourism Management for International Students diploma.

*Kim Bothen moved and Vineet Johnson seconded that:*

- 13/53** The revision to the Tourism Management for International Students Diploma admission requirements be recommended for approval to the Senate.

**CARRIED**

### **ENGLISH FOR ACADEMIC PURPOSES**

EAP to Business Administration Pathway Program

EAP to Early Childhood Care and Education Pathway Program

*Presented by: Maggie Reagh*

The EAP to Business Administration Pathway Program is a new program which will combine English for Academic Preparation with Business Administration courses. On successful completion of the EAP-Business Pathway Program, students will continue with their Business Administration Diploma and/or Bachelor of Business Administration Degree course work until they are eligible for their business credential.

On review of the proposal, specifically under General Education, last line, a member questioned whether the earned credits should be "15" instead of "18" and verification will be undertaken to resolve the query.

*Vineet Johnson moved and Kim Bothen seconded that:*

- 13/54** Final approval of the EAP to Business Administration Pathway Program, subject to verification of the number of required credits, be recommended for approval to the Senate.

**CARRIED**

The EAP-ECCE Pathway is a new program that will combine English for Academic Purposes with Early Childhood Care and Education courses. On successful completion of the EAP-ECCE Pathway Program, students will continue with their ECCE Certificate, and/or Diploma and/or Degree course work until they are eligible for their ECCE credential.

*Annabella Cant moved and Karin Hall seconded that:*

- 12/55** Final approval of the EAP to Early Childhood Care and Education Pathway Program be recommended for approval to the Senate.

**CARRIED**

### **8. CONTINUING EDUCATION**

CAYG 220001 – Two Daughter's Bakeshop Presents: Gluten Free Baking

CAYG 54301 – Acting for the Screen

CAYG 140 – Mysteries of Ancient Egypt

CAYG 19001 – Just Toyin Around

CAYG 21801 – Little Rat Pack: Swinging, Singing, & Piano Playing

CAYG 21901 – Little Rat Pack II: Swinging, Singing & Piano Playing

CAYG 19201 – Swing'n & Sing'n

CAYG 22101 – Silent Movies

CAYG 54201 – Blogging for Teens With Wordpress

*Presented by: Erin Crisfield*

SCC was requested to approve a series of new Continuing Education courses.

On review of CAYG 54201, for clarity, it was suggested to change the course title to "Blogging with Wordpress for Teens".

*Anna Lee Boulton moved and Vineet Johnson seconded that:*

**13/56** The new Continuing Education courses, CAYG 220001 Two Daughter's Bakeshop Presents: Gluten Free Baking, CAYG 54301 Acting for the Screen, CAYG 140 Mysteries of Ancient Egypt, CAYG 19001 Just Toyin Around, CAYG 21801 Little Rat Pack: Swinging, Singing, & Piano Playing, CAYG 21901 Little Rat Pack II: Swinging, Singing & Piano Playing, CAYG 19201 Swing'n & Sing'n, CAYG 22101 Silent Movies and CAYG 54201 Blogging with Wordpress for Teens (formerly Blogging for Teens With Wordpress), be recommended for approval to the Senate.

**CARRIED**

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### **INFORMATION ITEMS**

#### **Information Item #1 – School of Applied Business Program Titles**

*Presented by: Karen McCredie*

In order to align the outcome titles with other Capilano University programs and resolve the difference between the School name and the outcome title, SCC was informed that the School of Applied Business program titles had been revised to remove "Applied Business Technology" or "Applied Business" from the outcome title, effective Fall 2013.

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There being no further business, the meeting concluded at 2:00p.m.

**Next Meeting: May 17, 2013**

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