



SENATE CURRICULUM COMMITTEE MEETING
 Friday, August 22, 2014 12:00 LB321

MINUTES

- PRESENT:** Jean Bennett (Chair), Deanna Baxter, Susan Bell, Anna Lee Boulton, Julia Denholm, Rick Gale, Jerome Genz, Debbie Jamison, Pascal Milelli, Heather Plume, Maggie Reagh, Cheryl Schreader, Michael Thoma, Recording Secretary: Mary Jukich
- REGRETS:** Karmen Blackwood, Kim Bothen, Chris Bottrill, Annabella Cant, Karin Hall, Meike Wernicke-Heinrichs, Nanci Lucas, Karen McCredie, Natahsha Prakash
- GUESTS:** Andrea Eby, Azita Shafai, Ronald Wong
-

The Chair called the meeting to order at 12:00

1. APPROVAL OF AGENDA

Business Administration International Business Studies Advanced Diploma Program Profile and Business Administration General Management Advanced Diploma Program Profile were added to Item #4.

*Deanna Baxter moved and Anna Lee Boulton seconded:
The amended agenda be approved.*

CARRIED

2. MINUTES

A typographical error was noted on the minutes.

*On the motion of Susan Bell and seconded by Michael Thoma:
The amended Minutes of the June 13, 2014 meeting be approved.*

CARRIED

3. Quantitative/Analytical Courses

SCC was informed that the ad hoc committee met on August 20th, and reviewed courses requesting quantitative/analytical status.

The ad hoc committee recommended that areas be reminded that submissions requesting Q-status include clear details in the rationale, course outline or learning outcomes defining how the course meets the criteria for Q-status.

During the discussion, a concern was noted on how students will be informed of additional new quantitative/analytical courses and when courses are granted Q-status, when do they start to be a Q-course. An update will be brought back to SCC.



SENATE CURRICULUM COMMITTEE MEETING
 Friday, August 22, 2014 12:00 pm LB321

MINUTES

Anna Lee Boulton moved and Cheryl Schreader seconded that:

14/73 The courses as presented in the Minutes of the August 20, 2014 Quantitative/Analytical Courses Committee meeting be recommended to Senate for quantitative/analytical status.

CARRIED

Grandfathering Credentials

Presented by: Jean Bennett

A list is being compiled of programs that currently do not meet Senate requirements for credentials and, once complete, a review will be undertaken to determine why programs are in non-compliance. As well, in determining a policy for grandfathering credentials, issues on how long a program can be grandfathered, percentage of changes and types of changes will be considered. A further update will be provided.

S2009-03 Requirements for Credentials/ Definition of Baccalaureate Majors

SCC was reminded that at the June SCC meeting, a request was made to take the draft back to areas for discussion and feedback. Concern was noted that due to scheduled absences and vacations, feedback was limited. In this regard, members were reminded that the draft is a working copy and feedback can continue to be sent to Jean Bennett until September 5th which will then be forwarded to the By-law, Policy and Procedure Committee meeting on September 9th.

Members conveyed specific concerns relating to their areas with the proposed draft. Discussion arose on the minimum number of credits for majors and whether the minimum would align to practices at other institutions and what amount of those credits is required to be in the discipline that is being called a major. Members discussed the possibility of each department determining its own minimum requirements.

Curriculum Email

SCC was informed that a general email was developed by the Registrar's Office for all items relating to curriculum. Items that were previously sent to Jen Lashek should now go to curriculum@capilanou.ca



SENATE CURRICULUM COMMITTEE MEETING
 Friday, August 22, 2014 12:00 pm LB321

MINUTES

Other Business

Julia Denholm will be replacing Graham Fane as the fourth administrator on SCC.

Pascal Milelli was introduced as the new representative from Art and Design, replacing Carol Aitken.

Marnie Findlater will be replacing Anna Lee Boulton as representative from Admission and Academic Advising.

Maggie Reagh will be leaving SCC and was thanked for her contributions to the Committee.

4. SCHOOL OF BUSINESS

BMKT 408 – Product Development

IBUS 256 – Introduction to Supply Chain Management and Sustainability

IBUS 356 – Global Distribution and Logistics

IBUS 358 – Principles of Quality Management

IBUS 405 – Applied Projects in Supply Chain Logistics

BFIN 386 – Risk Management and Insurance

BFIN 441 – Investment Strategies

BFIN 486 – Retirement and Estate Planning

BFIN 286 – Personal Financial Planning

BFIN 351 – Taxation

Bachelor of Business Administration Degree Program Profile

Business Administration Diploma Program Profile

Business Administration Certificate Program Profile

Business Administration Advanced Certificate Program Profile

Business Administration International Business Studies Advanced Diploma Program Profile

Business Administration General Management Advanced Diploma Program Profile

Presented by: Heather Plume/Andrea Eby/Azita Shafai/Ronald Wong

A series of new courses, pre-requisite changes to existing courses and the resulting revisions to the program profiles were presented for approval.

CARRIED



SENATE CURRICULUM COMMITTEE MEETING
 Friday, August 22, 2014 12:00 pm LB321

MINUTES

Heather Plume moved and Anna Lee Boulton seconded that:

- 14/74** The new courses, BMKT 408 Product Development, IBUS 256 Introduction to Supply Chain Management and Sustainability, IBUS 356 Global Distribution and Logistics, IBUS 358 Principles of Quality Management, IBUS 405 Applied Projects in Supply Chain Logistics, BFIN 386 Risk Management and Insurance and BFIN 441 Investment Strategies, be recommended for approval to the Senate.

CARRIED

Heather Plume moved and Cheryl Schreder seconded that:

- 14/75** The revisions to BFIN 286 Personal Financial Planning and BFIN 351 Taxation, be recommended for approval to the Senate.

CARRIED

Heather Plume moved and Jerome Genz seconded that:

- 14/76** The revisions to the Bachelor of Business Administration Degree Program Profile, Business Administration Diploma Program Profile, Business Administration Certificate Program Profile, Business Administration Advanced Certificate Program Profile, Business Administration International Business Studies Advanced Diploma Program Profile and Business Administration General Management Advanced Diploma Program Profile be recommended for approval to the Senate.

Information Items

BCMG 193 – The Successful Interview (formerly EXED 121)

There being no further business, the meeting concluded at 1:45 pm.

Next Meeting: September 19, 2014
