



SENATE CURRICULUM COMMITTEE MEETING

Friday, March 16, 2018 12:00 pm
Capilano University – Room BR 126

MINUTES

- PRESENT:** Deb Jamison (Chair), Deanna Baxter, Sean Ashley, Annabella Cant, Shahnaz Darayan, Caroline Depatie, Michelle Gunness, Karin Hall, Darcie Hillebrand, Aurelea Mahood, Seanna McPherson, Karen McCredie, Pascal Milelli, Christina Schulz, Caroline Soo, Recording, Secretary, Mary Jukich
- REGRETS:** Kim Bothen, Chris Bottrill, Julia Denholm, Megan Jones, Samantha Loren, Jeff Ross, Sandra Seekins, Halia Valladares
- GUESTS:** Kathleen Kummen, Brad Martin, Conrad King, Michael Fleming, John Fairlie, David Geary, Lindy Tucker, Sheila Ross, Tong Chow, Chris Morgan, Ted Hamilton, Maggie Reagh, Corey Muench, Rachelle Jorgenson, Bill Van Luven, Wendy Grant
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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

*Caroline Depatie moved and Darcie Hillebrand seconded:
To adopt the agenda.*

CARRIED

3. Approval of the Minutes

*Karen McCredie moved and Michelle Gunness seconded:
To adopt the February 16, 2018 minutes.*

CARRIED

4. ECCE

EDUC 159 – Working with Young Children in Inclusive Group Settings
EDUC 281 – Family, School and Community
EDUC 354 – Planning for Inclusive Practice
EDUC 375 – Early Childhood: Children, Culture and Globalization
EDUC 474 – Social Justice and Ethics in ECCE
EDUC 240 – Advanced Child Development
EDUC 373 – Inquiry-Based Learning in ECCE
EDUC 190 – Observing & Recording: Thinking with the E.L.F.
EDUC 277 – Applied Theory – Practicum II
EDUC 475 – Graduating Seminar
Presented by: Kathleen Kummen



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SCC was requested to consider the following courses for Cap Core designation under the following headings:

- EDUC 159 – as a *Self and Society* course
- EDUC 281 – as a *Self and Society* course
- EDUC 354 – as a *Self and Society* course
- EDUC 375 – as a *Self and Society* course
- EDUC 474 – as a *Self and Society* course
- EDUC 240 – as a *Science and Technology* course
- EDUC 373 – as a *Culture and Creative Expression* course
- EDUC 190 – as an *Experiential* course
- EDUC 277 – as an *Experiential* course
- EDUC 475 – as a *Capstone* course

On review of EDUC 240 – Advanced Child Development, concerns were raised with the proposed Cap Core designation and, accordingly, this course will require further review and feedback from the Cap Core Ad Hoc Committee.

On review of EDUC 475 – Graduating Seminar, it was suggested that as this is a six-credit course and meets the requirements, it could be designated as both *Capstone* and *Experiential*.

It was also suggested that the vision statement be removed from the course outlines in order to comply with the approved template.

Michelle Gunness moved and Annabella Cant seconded:

18/37 The following courses be recommended to Senate for approval as Cap Core courses under the following headings:

CARRIED

EDUC 159 – Working with Young Children in Inclusive Group Settings: *Self and Society*

EDUC 281 – Family, School and Community: *Self and Society*

EDUC 354 – Planning for Inclusive Practice: *Self and Society*

EDUC 375 – Early Childhood: Children, Culture and Globalization: *Self and Society*

EDUC 474 – Social Justice and Ethics in ECCE: *Self and Society*



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EDUC 373 – Inquiry-Based Learning in ECCE: *Culture and Creative Expression*

EDUC 190 – Observing & Recording: Thinking with the E.L.F.: *Experiential*

EDUC 277 – Applied Theory – Practicum II: *Experiential*

EDUC 475 – Graduating Seminar: *Capstone and Experiential*

5. POLITICAL STUDIES

POL 100 – Introduction to Politics and Government

POL 102 – Comparative Government

POL 104 – Canadian Government

POL 201 – International Relations

Presented by: Conrad King

The above-noted courses are foundation courses in political science in which students learn about structure and functionality of government and politics, mechanism and operation of various governments, dynamics of global politics and understand their role in the community and the around the world. These courses have no pre-requisites and are open to any first and second year students at Capilano. They are offered every year and would be a good fit for the Cap Core stream of *Self and Society*.

Darcie Hillebrand moved and Caroline Depatie seconded:

18/38 POL 100 – Introduction to Politics and Government, POL 102 – Comparative Government, POL 104 – Canadian Government and POL 201 – International Relations be recommended to Senate for approval as Cap Core courses under the heading *Self and Society*.

CARRIED

6. PHILOSOPHY

PHIL 110 – Critical Thinking

PHIL 102 – Introductory Philosophy: Knowledge and Reality

Presented by: Michael Fleming

SCC was requested to consider Cap Core designation for PHIL 110 – Critical Thinking and PHIL 102 – Introductory Philosophy: Knowledge and Reality.



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Karin Hall moved and Michelle Gunness seconded:

- 18/39** PHIL 110 – Critical Thinking be recommended to Senate for approval as a Cap Core course under the heading *Science and Technology* and PHIL 102 – Introductory Philosophy: Knowledge and Reality under the heading *Self and Society*. **CARRIED**

A suggestion was made that in PHIL 110, under Learning Outcomes, the bullet points be replaced by numbers and in PHIL 102 that references to specific page numbers under Textbooks be removed.

7. SCHOOL OF LEGAL STUDIES (PARALEGAL)

LAW 101 – Introduction to Law
 LAW 308 – Sports and Recreation Law
 LAW 335 – Environmental Law
 LAW 344 – Elder Law
 LAW 360 – Labour and Employment Law
 LAW 370 – Modern Themes in Canadian Law
 LAW 430 – Aboriginal Law
 LAW 460 – International Law
 LAW 462 – International Human Rights Law
 LAW 464 – International Women’s Rights Law
 LAW 466 – International Criminal Law
 LAW 470 – Philosophy of Law
 LAW 425 – Law Office Procedures
 LAW 498 – Practicum

Presented by: John Fairlie

Students successfully completing the above-noted courses will meet at least four out of the seven outcomes required for the *Self and Society* courses and all of the outcomes required for the *Experiential* and *Capstone* courses.

Darcie Hillebrand moved and Caroline Depatie seconded:

- 18/40** The following courses be recommended to Senate for approval as Cap Core courses under the following headings: **CARRIED**

LAW 101 – Introduction to Law: *Self and Society*
 LAW 308 – Sports and Recreation Law: *Self and Society*



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LAW 335 – Environmental Law: *Self and Society*
 LAW 344 – Elder Law: *Self and Society*
 LAW 360 – Labour and Employment Law: *Self and Society*
 LAW 370 – Modern Themes in Canadian Law: *Self and Society*
 LAW 430 – Aboriginal Law: *Self and Society*
 LAW 460 – International Law: *Self and Society*
 LAW 462 – International Human Rights Law: *Self and Society*
 LAW 464 – International Women’s Rights Law: *Self and Society*
 LAW 466 – International Criminal Law: *Self and Society*
 LAW 470 – Philosophy of Law: *Self and Society*
 LAW 425 – Law Office Procedures: *Experiential*
 LAW 498 – Practicum: *Experiential* and *Capstone*

8. SCHOOL OF BUSINESS

Business Administration Certificate Program Profile
 Advanced Business Administration Certificate Program Profile
Presented By: Darcie Hillebrand

The Business Administration Certificate and the Advanced Business Administration Certificate are being revised to include ENGL 100 or CMNS 152 and BADM 268 Entrepreneurship/Small Business Management.

The Advanced Business Administration Certificate profile is updated to include a note about the credit restrictions (BFIN 244/341) and new course (BFIN 193) approved in Spring 2017.

The electives lists have been simplified and updated. The Advanced Business Administration Certificate electives list has been simplified, listing prefixes instead of all courses. ECON 210 has been taken off the electives list for the Business Administration Certificate electives for consistency and suitability.

Annabella Cant moved and Aurelea Mahood seconded:

18/41 The revisions to the Business Administration Certificate Program Profile and Advanced Business Administration Certificate Program Profile be recommended to Senate for approval.

CARRIED



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9. SCHOOL OF MOTION PICTURE ARTS

FILM 308 – Documentary Cinema Arts

Presented by: David Geary

Students successfully completing FILM 308 will meet four of the Culture and Creative Expression outcomes.

Seanna McPherson moved and Pascal Milelli seconded:

18/42 FILM 308 – Documentary Cinema Arts be recommended to Senate for approval as a Cap Core course under the heading *Culture and Creative Expression*.

CARRIED

10. SCHOOL OF LEGAL STUDIES (LAA)

LGST 119 – Practicum

Legal Administrative Assistant Certificate Program Profile

Presented by: Lindy Tucker

SCC was requested to approve revisions to LGST 119 – Practicum from a 1.5 credit course to a 3.0-credit course and the number of weeks from 15 to 17, as well as the resulting revision to the Legal Administrative Assistance Certificate Program Profile from 31.5 to 33 credits.

Darcie Hillebrand moved and Sean Ashley seconded:

18/43 The revisions to LGST 119 – Practicum and the Legal Administrative Assistant Certificate Program Profile be recommended to Senate for approval.

CARRIED

11. ENGLISH

ENGL 200 – English Literature from Beowulf to Paradise Lost

ENGL 201 – English Literature Since 1660

ENGL 203 – Canadian Literature

ENGL 205 – Modern American Literature

ENGL 207 – Literary Theory and Criticism

ENGL 208 – Studies in Fiction

ENGL 213 – World Literature in English

ENGL 217 – Literature on the Edge

ENGL 218 – The Art of Children's Literature



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ENGL 219 – Reel Lit: Literature into Film
Presented by: Sheila Ross

The above-noted courses fit into the Cap Core category of *Culture and Creative Expression* and, because they are also courses regularly offered as part of the AA-English, they are logical choices for Cap Core.

Sean Ashley moved and Pascal Milelli seconded:

18/44 ENGL 200 – English Literature from Beowulf to Paradise Lost, ENGL 201 – English Literature Since 1660, ENGL 203 – Canadian Literature, ENGL 205 – Modern American Literature, ENGL 207 – Literary Theory and Criticism, ENGL 208 – Studies in Fiction, ENGL 213 – World Literature in English, ENGL 217 – Literature on the Edge, ENGL 218 – The Art of Children’s Literature, and ENGL 219 – Reel Lit: Literature into Film be recommended to Senate for approval as Cap Core courses under the heading *Culture and Creative Expression*.

CARRIED

12. MOPA

MOPA 410 – Project #5
Presented by: David Geary

Students successfully completing MOPA 410 (a 6-credit course) will meet all of the Experiential and Capstone outcomes.

Seanna McPherson moved and Caroline Soo seconded:

18/45 MOPA 410 – Project #5 be recommended to Senate for approval as a Cap Core course under the headings *Experiential* and *Capstone*.

CARRIED

13. CHINESE

CHIN 100 – Beginning Chinese I
 CHIN 101 – Beginning Chinese II
 CHIN 200 – Intermediate Chinese I
 CHIN 201 – Intermediate Chinese II
Presented by: Tong Chow



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The above-noted Chinese courses provide students with solid linguistic and cultural background for modern Chinese. The titles of all four courses are also being revised to add “and Culture” to recognize the clearly existing culture component in these language courses.

Moved by Sean Ashley and seconded by Darcie Hillebrand:

18/46 CHIN 100 – Beginning Chinese I, CHIN 101 – Beginning Chinese II, CHIN 200 – Intermediate Chinese I, and CHIN 201 – Intermediate Chinese II be recommended to Senate for approval as Cap Core courses under the heading *Culture and Creative Expression*, as well as the course titles to Beginning and Intermediate Chinese Language and Culture I and II.

CARRIED

14. SCHOOL OF BUSINESS

Bachelor of Business Administration Program Profile
Presented by: Darcie Hillebrand

The Bachelor of Business Administration Program Profile is being revised to include the Cap Core note and to expand the list of breadth electives.

Darcie Hillebrand moved and Caroline Depatie seconded:

18/47 The revisions to the Bachelor of Business Administration Program Profile be recommended to Senate for approval.

CARRIED

15. ENGINEERING

Engineering Transition Diploma Program Profile, Continuation and Graduation Requirements

Applied Science: Engineering Certificate Program Profile, Continuation and Graduation Requirements

Presented by: Chris Morgan

The format of the Engineering Transition Diploma Program Profile is being revised from a listing of courses to a term-by-term model, plus additional revisions are being made to bring the profile in line with industry demand, the changing characteristics of incoming students, as well as to streamline administrative challenges, including increasing the credits from 61 to 64. SCC was also requested to approve various revisions to the continuation and graduation requirements.



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It was requested that the department descriptor “STAT” be added to the bottom of the “New” Engineering Transition Diploma profile.

SCC was also requested to approve various revisions to the Applied Science: Engineering Certificate Program Profile, Continuation and Graduation requirements.

Aurelea Mahood moved and Michelle Gunness seconded:

18/48 The revisions to the Engineering Transition Diploma Program Profile, Continuation and Graduation Requirements and Applied Science: Engineering Certificate Program Profile, Continuation and Graduation Requirements be recommended to Senate for approval.

CARRIED

16. SCHOOL OF COMMUNICATION

CMNS 351 – Magazine Editing
 CMNS 462 – Advanced Communication Research Practice
 CMNS 490 – Project Group in Publishing
 CMNS 190 – Magazine Article Writing
 CMNS 253 – Society and New Media
 CMNS 353 – Communication Technology in the Workplace and Everyday Life
 CMNS 499 – Undergraduate Thesis
 Communication Studies Diploma Program Profile and Admission Requirements
 Bachelor of Communication Studies Program Profile and Admission Requirements

Presented by: Ted Hamilton

SCC was requested to approve the following revisions:

CMNS 351 – Magazine Editing:

- Pre-requisite change: addition of 45-credits of 100-level or higher coursework
- Course hours/weeks change from 7.43 hours per week for 7 weeks to 4 hours per week for 15 weeks.

CMNS 462 – Advanced Communication Research Practice:

- Pre-requisite change: addition of CMNS 261 and 45 credits of 100-level or higher coursework



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CMNS 490 – Project Group in Publishing:

- Pre-requisite change: removal of CMNS 390 and addition of CMNS 190 and 45 credits of 100-level or higher coursework

CMNS 190 – Magazine Article Writing, CMNS 253 – Society and New Media, CMNS 353 – Communication Technology in the Workplace and Everyday Life, and CMNS 499 – Undergraduate Thesis were presented for information only (with respect to changes to titles and calendar descriptions).

On review of the course outlines, SCC requested that any references to the BC *Human Rights Act* be removed from the course outlines.

Darcie Hillebrand moved and Christina Schulz seconded:

18/49 The course revisions to CMNS 351 – Magazine Editing, CMNS 462 – Advanced Communication Research Practice, and CMNS 490 – Project Group in Publishing be recommended to Senate for approval.

CARRIED

Sean Ashley moved and Aurelea Mahood seconded:

18/50 The revisions to the Communication Studies Diploma Program Profile and Bachelor of Communication Studies Program Profile be recommended to Senate for approval.

CARRIED

MOVED, seconded and resolved:
To extend the meeting.

On review of the Communication Studies Diploma Admission Requirements and the Bachelor of Communication Studies Admission Requirements, some concerns were raised and it was suggested that further consultation be undertaken with the Registrar's Office. The request for changes to the admission requirements for both programs was withdrawn.

17. EAP

EAP 100 – English for Academic Purposes, 4A
English for Academic Purposes 4 Citation Program Profile
Business Administration Pathway Program Profile



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Early Childhood Care and Education Pathway Program Profile

Presented by: Maggie Reagh/Corey Muench/Rachelle Jorgenson

EAP 100 – English for Academic Purposes, 4A is being revised from 3 to 6 credits so that the whole EAP 4 level will increase from 6 to 9 credits. The change will enhance student success and bring Capilano more in line with the majority of other post-secondary institutions in the province with comparable courses.

The English for Academic Purposes 4 Citation Program Profile, Business Administration Pathway Program Profile and Early Childhood Care and Education Pathway Program Profile are being revised to reflect the course credit change.

The EAP department is also requesting a reduction in the number of credits allotted to the category of “100-level business courses as defined by the program” from 9 credits to 6 credits in the Business Administration Pathway Program Profile in order to make room for the expansion of EAP 100 from 3 to 6 credits.

The EAP Department is requesting removal of EDUC 121 (three credits) from the program profile of the ECCE Pathway in order to make room for the expansion of EAP 100 from 3 to 6 credits. This will keep the total number of credits in the ECCE Pathway at 30.

Karin Hall moved and Sean Ashley seconded:

18/51 The revisions to EAP 100 – English for Academic Purposes, 4A, English for Academic Purposes 4 Citation Program Profile, Business Administration Pathway Program Profile, and Early Childhood Care and Education Pathway Program Profile be recommended to Senate for approval.

CARRIED

18. LIBERAL STUDIES

Bachelor of Arts with a Major in Liberal Studies Program Profile

Presented by: Sean Ashley

The Bachelor of Arts with a Major in Liberal Studies Program Profile is being revised to include language around Cap Core requirements, to remove “History counts as a humanities”, and to add a note regarding the language requirement.



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Aurelea Mahood moved and Annabella Cant seconded:

18/52 The revisions to the Bachelor of Arts with a Major in Liberal Studies Program Profile be recommended to Senate for approval.

CARRIED

19. SCHOOL OF COMMUNICATION

CMNS 100 – Basic Business Writing/Editing

Presented by: Bill Van Luven

CMNS 100 – Basic Business Writing/Editing is a new course that will equip students with the skills to write clear, well-organized prose for professional and academic objectives. On review, an issue was raised that the calendar description be revised to include references to “professional” and/or “business.”

Darcie Hillebrand moved and Aurelea Mahood seconded:

18/53 The new course, CMNS 100 – Basic Business Writing/Editing, be recommended to Senate for approval subject to the revision to the calendar description.

CARRIED

20. MUSIC

Music Diploma – Music Therapy Stream Program Profile

Presented by: Wendy Grant

SCC was requested to approve revisions to the Music Diploma – Music Therapy Stream Program Profile. However, on review, concerns were raised with, among other things, the identification of the program as a “stream.” Accordingly, it was suggested that this item be deferred until further consultation and review can be undertaken.

21. SCHOOL OF TOURISM MANAGEMENT

REC 152 – Environmental Stewardship I

REC 252 – Project Change: How to Think and Act Like a Changemaker

TOUR 140 – Tourism Co-op Work Experience

TOUR 225 – Small and Medium Entrepreneurship in Tourism

TOUR 227 – Heritage, Cultural and Arts Planning for Tourism

TOUR 233 – Cross Cultural Tourism

TOUR 326 – Advanced Topics in Cross-Cultural Tourism

TOUR 327 – Research Methods and Applications in Tourism



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TOUR 342 – Environmental Stewardship: Advanced Principles and Applications
TOUR 435 – Applied Project Management in Tourism
TOUR 440 – Applied Research in Tourism

This item was deferred to the March 23 meeting.

16. INFORMATION ITEMS

- (a) **Bachelor of Legal Studies (Paralegal) Program Profile Revision (Course Order, Cap Core note)**
- (b) **Continuing Studies & Executive Education – Report**
- (c) **Calendar Deadline**
Effective for the 2018/2019 University Calendar, only items approved by the April Senate will be published in the annual calendar.

17. BUSINESS ITEMS

- (a) **Research Task Force Update**
This item was not addressed.
- (b) **SCC Membership Terms**
This item was not addressed.

There being no further business, and on a motion duly made and seconded, the meeting was adjourned at 3:30pm.

Next Meeting: Friday, March 23, 2018 12:00 – 2:00 pm
