CAPILANO
UNIVERSITY

SENATE CURRICULUM COMMITTEE MEETING
Friday, April 12, 2019   12:00 pm
Capilano University – Room LB 321

MINUTES

PRESENT: Deanna Baxter (Vice-Chair), Sean Ashley, Shahnaz Darayan, Caroline Depatie, David Geary, Michelle Gunness, Darcie Hillebrand, Keith Lam, Pouyan Mahboubi, Brad Martin, Hassan Merali, Pascal Milelli, Jennifer Nesselroad, Bana Nourkeyhani, Graeme Sleep, Caroline Soo, Laureen Styles, Halia Valladares, Rachel Yu, Recording Secretary, Mary Jukich

REGRETS: Deb Jamison, Karin Hall, Aurelea Mahood, Majid Raja, Toran Savjord

GUESTS: Jillian Feist, Roy Jantzen, Kathleen Kummen

Acknowledgement
We respectfully acknowledge the unceded lands of Lil'wat, Musqueam, Sechelt, Squamish, and Tsleil-Waututh people on whose territories our campuses are located.

1. **Welcome**

   The Vice-Chair called the meeting to order at 12:00.

2. **Approval of the Agenda**

   As requested prior to the meeting, item #4 History was removed from the agenda.

   Michelle Gunness moved and Halia Valladares seconded:
   To adopt the amended agenda.   **CARRIED**

3. **Approval of the Minutes**

   Sean Ashley moved and Jennifer Nesselroad seconded:
   To adopt the March 15, 2019 minutes.   **CARRIED**

4. **HISTORY**
   HIST 260 – The Soviet Experiment
   HIST 108 – Issues and Themes in U.S. History: 1607 – 1877
   HIST 109 – Issues and Themes in U.S. History: 1865 – Present
   HIST 130 – Twentieth Century World History
   HIST 235 – World Civilizations from 1945 to Present
   HIST 390 – Murder and Mayhem: Selected Topics
   HIST 440 – History of Nazi-Germany

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As requested by the presenter, this item was moved to the May 17th meeting.

5.   **SOCIOLOGY/CRIMINOLOGY**
     CRIM 304 – Law and Society
     CRIM 490 – Directed Studies
     SOC 490 – Directed Studies
     Presented by: Sean Ashley

SCC was requested to approve the new courses, CRIM 304 – Law and Society, CRIM 490 – Directed Studies and SOC 490 – Directed Studies, as well as designation of Cap Core under the heading of *Self and Society* to CRIM 304 – Law and Society.

The following revisions were requested on the floor for CRIM 304:

- The minimums for the categories under the evaluation profile currently add up to 105%. As such, a request was made to revise the term paper evaluation to "20 – 30%" and the Midterm Exam to "20 – 30%".

- In the interest of having a clean course outline that does not resemble a syllabus, the presenter requested that the readings list be removed from the course content.

There was a discussion with regard to the wording of the course format for CRIM 490 and SOC 490 that specific details may not give a student a true sense of the course. As there is no standard language, a suggestion was made to use previous language used by the LSBA as follows: "Specific course details will be arranged between individual students and faculty advisors".

Laureen Styles moved and Darcie Hillebrand seconded:

19/23 To support the amended language under course format for CRIM 490 and SOC 490.   **CARRIED**

Brad Martin moved and Darcie Hillebrand seconded:

19/24 The three new courses, CRIM 304 – Law and Society, CRIM 490 – Directed Studies and SOC 490 – Directed Studies, and the   **CARRIED**

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designation of Cap Core under the heading of *Self and Society* to CRIM 304 – Law and Society be recommended to Senate for approval.

6.   EARLY CHILDHOOD CARE AND EDUCATION
EDUC 475 – Graduating Seminar
Presented by: Kathleen Kummen

The prerequisites for EDUC 475 are being revised to include EDUC 473, which is also a required 400-level course.

Sean Ashley moved and Rachel Yu seconded:

19/25 The addition of EDUC 473 as a prerequisite for EDUC 475 – Graduating Seminar be recommended to Senate for approval.   **CARRIED**

7.   EARLY CHILDHOOD CARE AND EDUCATION
EDUC 485 – Postqualitative Methodologies
EDUC 505 – Childhoods
Early Childhood Care and Education Post
   Baccalaureate Diploma Program Profile
Bachelor of Early Childhood Care and Education Program Profile

SCC was requested to approve the two new courses, EDUC 485 – Postqualitative Methodologies and EDUC 505 – Childhoods, as well as the corresponding revisions to the Early Childhood Care and Education Post Baccalaureate Diploma and Bachelor of Early Childhood Care and Education program profiles as a result of the addition of the new courses.

On review of the courses, it was requested that under the evaluation profile for EDUC 505, the minimum of the evaluation ranges be changed from "0" to "5".

Concern was also raised that EDUC 485 is being offered as a 400-level course with no prerequisites. In this regard, it was suggested that the standard language be added as the prerequisites.

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Laureen Styles moved and Rachel Yu seconded:

19/26 "12 credits of 300-level or higher coursework" be added as prerequisites for EDUC 485 – Postqualitative Methodologies. **CARRIED**

Laureen Styles moved and Caroline Soo seconded:

19/27 The two new courses, EDUC 485 – Postqualitative Methodologies and EDUC 505 – Childhoods, be recommended to Senate for approval. **CARRIED**

Caroline Depatie moved and Jennifer Nesselroad seconded:

19/28 The revisions to the Early Childhood Care and Education Post Baccalaureate Diploma Program Profile and Bachelor of Early Childhood Care and Education Program Profile be recommended to Senate for approval. **CARRIED**

8. **TREC**
    TOUR 270 – Special Topics in Tourism I
    TOUR 370 – Special Topics in Tourism II
    Presented by: Caroline Depatie

SCC was requested to approve the two new elective courses, TOUR 270 – Special Topics in Tourism I and TOUR 370 – Special Topics in Tourism II. These courses provide an outline for visiting faculty or industry partners to deliver a course on a topic specific to their expertise.

On review of the course outlines, the following revision was requested:

- In the course content, remove the numbering 1 – 7. Also, items #2 and #3 are identical, so one instance should be removed.

The following revision was suggested and will be dealt with at the department level in the near future:

- The evaluation profile percentage begins at "0" in some categories and should start at "5".

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Rachel Yu moved and Caroline Soo seconded:

19/29 The new courses, TOUR 270 – Special Topics in Tourism I and TOUR 370 – Special Topics in Tourism II, be recommended to Senate for approval. **CARRIED**

9. **TREC**
TOUR 344 – International Ecotourism
Presented by: Roy Jantzen

SCC was requested to approve Cap Core designation under the heading *Self and Society to* TOUR 344 – International Ecotourism

Brad Martin moved and Darcie Hillebrand seconded:

19/30 TOUR 344 – International Ecotourism be recommended to Senate for approval as a Cap Core course under the heading *Self and Society*. **CARRIED**

10. **TREC**
TOUR 206 – Directed Study in Tourism I
TOUR 306 – Directed Study in Tourism II
TOUR 406 – Directed Study in Tourism III
Presented by: Caroline Depatie

The prerequisites of TOUR 206 – Directed Study in Tourism I, TOUR 306 – Directed Study in Tourism II and TOUR 406 – Directed Study in Tourism III are being revised to remove TOUR 111.

Keith Lam moved and Pascal Milelli seconded:

19/31 The prerequisite revisions to TOUR 206 – Directed Study in Tourism I, TOUR 306 – Directed Study in Tourism II and TOUR 406 – Directed Study in Tourism III be recommended to Senate for approval. **CARRIED**

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On review of the courses, an issue was raised with respect to the inconsistency with the use of the word "study" versus "studies" in the course titles. On discussion, it was suggested that the committee not deal with this issue for these particular courses as this was more of an operational matter across the campus.

Laureen Styles moved and Sean Ashley seconded:

19/32 The Senate Curriculum Committee approve the changes in course names to directed "study" or "studies" consistently across all approved courses.   **CARRIED**

11. **INFORMATION ITEMS**

(a)   None

12. **BUSINESS ITEMS**

(a) **SCC Program Approval Process Criteria Memo and Appendix**
Presented by: Laureen Styles

Members reviewed the Program Approval Process Criteria Memo and Appendix as provided by Academic Initiatives and Planning. The documents provide a background on the framework and proposed elements on how the Senate Curriculum Committee can look at the new proposals being presented at the Committee. It is anticipated that the role of the Committee will be at the course and program level, and as such, the documents provide an approach to looking at programs in terms of merit and alignment, as well as a way of guiding conversations at the Committee meetings. The documents also provide additional background with regard to University policy and DQAB expectations. Members were encouraged to review the documents prior to proposal presentation.

(b) **Membership Terms Ending as of August 15, 2019**

Access and Academic Preparation – Michelle Gunness

Prior to the meeting, the Chair was notified that Ferdos Jamali will replace Michelle Gunness as the representative from Access and Academic.

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There being no further business, and on a motion duly made and seconded, the meeting was adjourned at 1:40pm.

Next Meeting: Friday, April 26, 2019 - 12:00 – 2:00 pm