



SENATE CURRICULUM COMMITTEE MEETING

Friday, November 17, 2017 12:00 pm

Capilano University – Room LB321

MINUTES

PRESENT: Deb Jamison (Chair), Deanna Baxter, Sean Ashley, Kim Bothen, Annabella Cant, Caroline Depatie, Marnie Findlater, Michelle Gunness, Karin Hall, Darcie Hillebrand, Megan Jones, Samantha Loren, Aurelea Mahood, Seanna McPherson, Karen McCredie, Pascal Milelli, Christina Schulz, Caroline Soo, Recording Secretary: Mary Jukich

REGRETS: Chris Bottrill, Julia Denholm, Jeff Ross, Halia Valladares, Sandra Seekins

GUESTS: Bernadette Andrade, Derek Murray, Michael Thoma

Acknowledgement

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

1. Welcome

The Chair called the meeting to order at 12:06 pm.

2. Approval of the Agenda

Kim Bothen moved and Darcie Hillebrand seconded:

To adopt the agenda.

CARRIED

3. Approval of the Minutes

Marnie Findlater moved and Annabella Cant seconded:

To adopt the October 20, 2017 minutes.

CARRIED

4. ARTS AND SCIENCES

Associate of Arts Degree Program Profile

Associate of Science Degree Program Profile

Presented by: Aurelea Mahood

The Associate of Arts Degree and the Associate of Science Degree program profiles are being revised to remove the residency requirements to align with BCCAT requirements.

Marnie Findlater moved and Michelle Gunness seconded:



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17/68 The revisions to the Associate of Arts Degree and Associate of Science Degree program profiles be recommended to Senate for approval.

CARRIED

5. INDIGENOUS INDEPENDENT DIGITAL FILMMAKING (IIDF)

IDF 109 – Production Planning

IDF 110 – Production Project #1

IDF 217 – Sound Design for Film and Video

MOPA 217 – Sound Design for Film and Video

Indigenous Independent Digital Filmmaking Certificate Program Profile

Indigenous Independent Digital Filmmaking Diploma Program Profile

Indigenous Independent Digital Filmmaking Diploma Graduation Requirement

Presented by: Michael Thoma

SCC was requested to approve three new courses: IDF 109 – Production Planning; IDF 110 – Production Project #1; and IDF 217 – Sound Design for Film and Video, and revisions to MOPA 217 – Sound Design for Film and Video.

On review of the courses, SCC requested that the 30% professionalism grade for IDF 110 – Production Project #1 be expanded and that mention be made in the course outline that a rubric will provided to students to explain the 30% professionalism mark.

The Indigenous Independent Digital Filmmaking Certificate and the Indigenous Independent Digital Filmmaking Diploma Program Profiles, and the Indigenous Independent Digital Filmmaking Diploma Graduation Requirements are being revised as a result of the addition of the three new courses and to align with the MOPA Diploma.

Annabella Cant moved and Pascal Milelli seconded:

17/69 The three new courses, IDF 109 – Production Planning, IDF 110 – Production Project #1, and IDF 217 – Sound Design for Film and Video, and the revision to MOPA 217 – Sound Design for Film and Video be recommended to Senate for approval.

CARRIED



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Marnie Findlater moved and Kim Bothen seconded:

- 17/70** The revisions to the Indigenous Independent Digital Filmmaking Certificate Program Profile, the Indigenous Independent Digital Filmmaking Diploma Program Profile, and the Indigenous Independent Digital Filmmaking Diploma Graduation Requirement be recommended to Senate for approval. **CARRIED**

6. SCHOOL OF BUSINESS

BADM 102 – Quantitative Methods
 BFIN 241 – Finance for Managers
 BFIN 244 – Managerial Accounting
 BFIN 246 – Financial Accounting II
 BFIN 286 – Personal Financial Planning
Presented by: Darcie Hillebrand

BADM 102 – Quantitative Methods is being revised to add MATH 123 as a pre-requisite.

BFIN 241 – Finance for Managers, BFIN 244 – Managerial Accounting, BFIN 246 – Financial Accounting II, and BFIN 286 – Personal Financial Planning are being revised to add BFIN 193 as a pre-requisite.

On review, the following revisions were requested:

- The grading profiles of the courses be revised to indicate “0 – 49%” for an F grade instead of “49 and below”.
- An e-mail from the Dean (Halia Valladares) be provided and added to the rationale memo regarding approval of the final exam weighting.

Aurelea Mahood moved and Karin Hall seconded:

- 17/71** The pre-requisite revisions to BADM 102 – Quantitative Methods, BFIN 241 – Finance for Managers, BFIN 244 – Managerial Accounting, BFIN 246 – Financial Accounting II, and BFIN 286 – Personal Financial Planning be recommended to Senate for approval. **CARRIED**



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7. INFORMATION ITEMS

- (a) MATH 101 – Introduction to Statistics and MATH 205 – Introduction to Probability and Statistics (subject change from MATH to STAT)
- (b) Canadian Academic English Language (CAEL) Computer Edition (new test option)
- (c) Continuing Studies & Executive Education – No report
- (d) Calendar Deadline
Effective for the 2018/2019 University Calendar, only items approved by the April Senate will be published in the annual calendar.

8. BUSINESS ITEMS

(a) Cap Core Course Approval Process and Guiding Principals

Presented by: Derek Murray

SCC was informed that the Senate Cap Core Implementation Ad Hoc Committee is meeting on a weekly basis with regard to the Cap Core implementation and review process and to work on possible challenges that may arise during the implementation. It is expected that Cap Core courses will start to come through SCC in December.

Members reviewed the Cap Core Course Approval Process and Guiding Principal document as presented.

A suggestion was presented that a list be compiled indicating SCC members' area of expertise and that this list be distributed to the committee to be used for consultation purposes.

There is a website page designated for information on Cap Core.

(b) Election of Chair / Vice Chair

Presented by: Deb Jamison

There was a discussion with regard to the time commitment and work requirements to serve as Chair of SCC. Members were reminded that only



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faculty Senate members or deans are eligible to be nominated for this position.

An election for the position of Chair and Vice-Chair will be held at the December meeting.

(c) Orientation

Presented by: Deb Jamison

The Orientation PowerPoint will be distributed electronically to members.

There being no further business, and on a motion duly made and seconded, the meeting was adjourned at 2:00 pm.

Next Meeting: Friday, December 15, 2017 12:00 – 2:00 pm
