



SENATE CURRICULUM COMMITTEE MEETING

Friday, June 14, 2024 12:00 pm.

VIA MICROSOFT TEAMS

MINUTES

PRESENT: Deb Jamison (Chair), Deanna Baxter, John Brouwer, Shahnaz Darayan, Sue Dritmanis, Daniel Hersog, Chloe Miller, Laura Padilla, Bethany Paul, Cass Picken, Maggie Reagh, Alisha Samnani, Dominique Walker, Lydia Watson, Sarah Yercich, Rachel Yu, Recorder Mary Jukich

REGRETS: David Geary, Urmila Jangra, Tracy Penny Light, Amisha Maini, Ramin Shadmehr, Laureen Styles, Kyle Vuorinen

GUESTS: Sean Ashley, Julia Black, Annabella Cant, Claire Carolan, Christine Sjolander, Stephen Williams

Land Acknowledgement

Capilano University is named after Chief Joe Capilano, an important leader of the Skwxwú7mesh (Squamish) Nation of the Coast Salish Peoples. We respectfully acknowledge that our campuses are located on the territories of the Lílwat, xʷməθkʷəy̓əm (Musqueam), shíshálh (Sechelt), Skwxwú7mesh (Squamish) and Səlílwətaʔ/Selilwitulh (Tseil-Waututh) Nations.

1. Welcome

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

The Chair provided the following announcements:

- Chloe Miller, the new Student Services representative, was introduced and welcomed to the committee.
- John Brouwer attended the meeting on behalf of Mohan Baichoo, Tourism and Outdoor Recreation Management.
- Deanna Baxter attended the meeting on behalf of Urmilla Jangra, Science Technology, Engineering and Mathematics.

The following members were acknowledged and thanked for serving on the Committee:

- John Brouwer
- Rachel Yu
- Laureen Styles



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- Natasha Mrkic-Subotic
- Lydia Watson
- Sue Dritmanis

2. Approval of the Agenda

In Item #10, IBUS 255 – Cross-Cultural Business, strike out the word “Revisions” as the only item for approval is the Cap Core designation.

John Brouwer moved and Rachel Yu seconded:

To adopt the amended agenda.

CARRIED

3. Approval of the Minutes

Sarah Yercich moved and Caroline Soo seconded:

To adopt the May 17, 2024 minutes.

CARRIED

4. MATH AND STATISTICS

MATH 336 – Applied Graph Theory and Optimization

Presented by: Deanna Baxter

MATH 336 was offered for the first time as part of the BSc program in Spring 2024. Students in the course suggested that a prerequisite of either COMP 115 or COMP 215 would help the students be more confident at importing packages into Jupyter Notebook in Google's Collab to troubleshoot in Python coding. In this regard, SCC was requested to approve the revision to the prerequisites from “45 credits of 100-level or higher coursework including MATH 124” to “45 credits of 100-level or higher coursework including MATH 124 and COMP 115.”

Cass Picken moved and John Brouwer seconded:

24/47 The prerequisite revisions to MATH 336 – Applied Graph Theory and Optimization be recommended to Senate for approval.

CARRIED

5. CRIMINOLOGY

CRIM 310 – Green Criminology

CRIM 311 – Restorative and Transformative Justice

Presented by: Sean Ashley



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CRIM 310 – Green Criminology is a new upper-level course. The department has consulted with program developers for the Bachelor of Environment and Society and discussed how this course might be included in the program during implementation should the program be approved.

CRIM 311 – Restorative and Transformative Justice is a new course needed for the purposes of program development in Criminology. This area of criminology is one that is underdeveloped within the BC post-secondary curriculum and fits well with the core themes of Envisioning 2030.

Maggie Reagh moved and Lydia Watson seconded:

24/48 The new courses, CRIM 310 – Green Criminology and CRIM 311 – Restorative and Transformative Justice, as well as Cap Core designation under the heading *Self and Society*, be recommended to Senate for approval.

CARRIED

6. SCHOOL OF TOURISM MANAGEMENT

TOUR 112 – Tourism Marketing I

BMKT 203 – Introduction to Marketing

TOUR 328 – International Destination Marketing

TOUR 351 – Tourism Consumer Behaviour

Presented by: John Brouwer

BMKT 161 will be discontinued by August 2024 and replaced with BMKT 203, resulting in revisions to various course notes and pre-requisites that SCC was requested to approve, as follows:

- The following Course Notes:
 - TOUR 112 – Tourism Marketing I:
 - Current: TOUR 112 is equivalent to BMKT 161. Duplicate credit will not be granted for this course and BMKT 161.
 - Proposed: TOUR 112 is equivalent to BMKT 161 and BMKT 203. Duplicate credit will not be granted for this course and either BMKT 161 or BMKT 203.
 - BMKT 203 – Introduction to Marketing:
 - Current: None



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- Proposed: BMKT 203 is equivalent to TOUR 112. Duplicate credit will not be granted for this course and TOUR 112.
- The following prerequisites:
 - TOUR 328 – International Destination Marketing
 - Current: 60 credits of 100-level or higher coursework including TOUR 112 or BMKT 161.
 - Proposed: 60 credits of 100-level or higher coursework including TOUR 112 or BMKT 161/203.
 - TOUR 351 – Tourism Consumer Behaviour
 - Current: 60 credits of 100-level or higher coursework including TOUR 112 or BMKT 161.
 - Proposed: 60 credits of 100-level or higher coursework including TOUR 112 or BMKT 161/203.

On discussion, a concern was raised that the course content of TOUR 351 – Tourism Consumer Behaviour was very detailed regarding the readings and that level of detail is normally included in syllabi rather than course outlines.

In addition, it was suggested that the word “demonstrates” not be used in learning outcomes, which should be tied to skills that are observable, measurable and assessable. It was further suggested that participation marks not be used as part of the assessment as some students may face barriers that may prevent them from earning the participation marks.

Caroline Soo moved and Dominique Walker seconded:

24/49 The revisions to the Course Notes for TOUR 112 – Tourism Marketing I and BMKT 203 – Introduction to Marketing and the prerequisite revisions to TOUR 328 – International Destination Marketing and TOUR 351 – Tourism Consumer Behaviour be recommended to Senate for approval.

CARRIED

7. ECCE

EDUC 111 – Being with American Sign Language in Pedagogical Contexts

Presented by: Annabella Cant and Julia Black



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EDUC 111 – Being with American Sign Language in Pedagogical Contexts is a new course in which students in the Early Childhood Care and Education program, or other areas of study, may enroll to fulfil one of their breadth electives. The course is proposed to meet the Cap Core designated requirements of a *Culture and Creative Expression* course.

This course is designed to introduce American Sign Language through the lens of Early Childhood Care and Education. Students will gain valuable insight into American Sign Language, one of the sign languages used in North America, as a complex visual language that is significantly distinct from spoken languages. Students will be introduced to American Sign Language and the Deaf Culture through lectures, guest speakers, stories, movement, rhythm and other immersive experiences.

Caroline Soo moved and Sarah Yercich seconded:

24/50 The new course, EDUC 111 – Being with American Sign Language in Pedagogical Contexts, as well as Cap Core designation under the heading *Culture and Creative Expression*, be recommended to Senate for approval.

CARRIED

8. BACHELOR OF MUSIC THERAPY

Bachelor of Music Therapy Degree Program Profile/
Admission Requirement Revisions (Basis of Admission)

Presented by: Stephen Williams

The current program profile lists 6.0 credits of three groups of course options for students, which have been translated into the MyCapMap system as 3.0 credits of Humanities, 3.0 credits of Music and 3.0 credits of Social Science.

The intent in the current program profile was to allow students to take or use a wide variety of music, humanities and/or social science credits in any combination, but that has not been translated into the MyCapMap system. The proposed changes aim to resolve current issues with this portion of the program profile.

Accordingly, SCC was requested to approve the following basis of admission revisions:



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- Current Program Profile:
Choose 6.00 credits from the following list:
Humanities 100-level or higher 3.00
Music 100-level or higher 3.00
Social Science 100-level or higher 3.00

- Proposed Program Profile:
Choose 6.00 credits from the following list:
ENSM 100-level or higher
Humanities 100-level or higher
MUS 100-level or higher
JAZZ 100-level or higher
PMI 100-level or higher
Social Science 100-level or higher

Sarach Yercich moved and John Brouwer seconded:

24/51 The revisions to the admission requirement (basis of admission) of the Bachelor of Music Therapy Degree program profile be recommended to Senate for approval.

CARRIED

9. LEGAL STUDIES

Paralegal Diploma Admission Requirement
S2024-01 Policy Exemption Request
Presented by: Deb Jamison

Lydia Watson served as Chair for this item.

The School of Legal Studies requested changes to the language in the admission requirements and information to better align with the admissions criteria of students who have been accepted into the program in the last few years, to improve the current admissions process, and to ensure student success in industry. The department has determined that having one year of post-secondary or relevant life experience has not been helpful for students and that they need 60 credits of post-secondary education to be successful in this cohort program.

The program consists of 69 credits of LAW courses; there are no electives or English requirements. If English courses were included, then two LAW courses would need to be removed; however, the students need all the LAW courses that



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are currently offered when going into industry. There is also a graduation requirement of a B average and, accordingly, they require good English skills in the program to be successful. Originally, the program was requesting an exemption from this requirement; however, during a recent meeting with Curriculum and the Director of Academic Planning Quality Assurance, it was determined that it would be better to not require an exemption from policy, but rather not require that the admission requirements be updated to align with policies S2024-01-01 and B1.06-02.

Dominique Walker moved and Cass Picken seconded:

24/52 The Senate Curriculum Committee has reviewed the proposed updates to the Paralegal Diploma admission requirements as presented and recommends them for Senate approval in alignment with policies S2024-01-01 and B1.06-02, which are silent on retroactive updates to pre-existing programs of study.

CARRIED

10. SCHOOL OF BUSINESS

BADM 210 – Business Statistics

BMKT 360 – Marketing Research

BMKT 364 – Consumer Behaviour

IBUS 255 - Cross-Cultural Business

Presented by: Lydia Watson

SCC was requested to approve the following revisions:

- BADM 210 – Business Statistics
 - Current prerequisites: 30 credits of 100-level or higher coursework including BADM 102 and BCPT 123.
 - Proposed prerequisites: 15 credits of 100-level or higher coursework including BADM 102 and BCPT 123.
- BMKT 360 – Marketing Research
 - Current prerequisites: BMKT 161 and BADM 210; OR 6 NABU credits and CMNS 305.
 - Proposed prerequisites: [BMKT 161 or BMKT 203] and BADM 210; OR 6 credits and CMNS 305.



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- BMKT 364 – Consumer Behaviour
 - Current prerequisites: 45 credits of 100-level or higher coursework including BMKT 161; or 6 NABU credits.
 - Proposed Prerequisites: 45 credits of 100-level or higher coursework including BMKT 161 or BMKT 203; or 6 NABU credits.

- IBUS 255 – Cross-Cultural Business
 - SCC was requested to approve changing the Cap Core designation from *Self and Society* to *Culture and Creative Expression*. There are very few courses at CapU with this designation that are open to students outside their home discipline and almost all of them are language courses. Students therefore have difficulty meeting this requirement.

On discussion, the following comments were provided by Committee members:

- A concern was raised that BMKT 360 – Marketing Research is a 300-level course but is listed as an introductory course.
- In the course notes of some of the courses presented, there was a recurring reference to “Recommend as prerequisite or corequisite” and this language may be confusing for Advising.
- In IBUS 255 – Cross-Cultural Business, above the Topics section (course content), it is stated that “Week 14-15 are final exam period,” but in the Topics section, the final exam period is states as weeks 13 & 14 (which is incorrect).

Maggie Reagh moved and Chloe Miller seconded:

24/53 The prerequisite revisions to BADM 210 – Business Statistics, BMKT 360 – Marketing Research, and BMKT 364 – Consumer Behaviour, as well as removing the Cap Core designation of *Self and Society* and replacing it with *Culture and Creative Expression* to IBUS 255 – Cross-Cultural Business, be recommended to Senate for approval.

CARRIED

11. SCHOOL OF BUSINESS

Post-Baccalaureate Certificate in Financial Planning Program Profile

Post-Baccalaureate Diploma in Financial Planning Program Profile

Presented by: Christine Sjolander



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The following revisions were requested to the Post-Baccalaureate **Certificate** in Financial Planning Program Profile:

- Removal of BADM 102 and ENGL 100 from the post-baccalaureate program and include them as supplemental courses;
- Removal of CMNS 220 from the program profile.

As a result of removing the above, the overall required credits are being reduced from 30 to 21 to complete the post-baccalaureate program.

The following revisions were requested to the Post-Baccalaureate **Diploma** in Financial Planning Program Profile:

- Changing this program to a cohort program;
- Increasing the total credit hours from 42 to 45 credits (or 48 credits if option C is chosen);
- Changing the required and elective courses as follows:
 - Removing IBUS 255 – Cross-Cultural Business and replacing it with NABU 334 – Leadership in Cross Cultural Business Settings;
 - Removing the “upper-level Business Elective: 300-400-level BADM, BCPT, BFIN, BMKT or IBUS” and replacing it with NABU 390 – North American Workplace Preparation.

Sarah Yercich moved and Lydia Watson seconded:

24/54 The revisions to the Post-Baccalaureate Certificate in Financial Planning and the Post-Baccalaureate Diploma in Financial Planning Program Profiles be recommended to Senate for approval.

CARRIED

12. SCHOOL OF BUSINESS

Certificate in Entrepreneurship

Presented by: Christine Sjolander



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The Certificate in Entrepreneurship is a 15-credit program of study developed by the School of Business designed specifically for skilled professionals (i.e., specialty tradespeople, culinary arts workers, body/skin aestheticians, dentists, paralegals, and health sciences specialists) interested in becoming business owners. According to a 2019 BDC survey, one out of four Canadians want to start their own business, and among students, close to 50% indicate that they hope to become entrepreneurs. This is a one-year program that can be completed in eight months.

John Brouwer moved and Lydia Watson seconded:

24/55 The new credential, Certificate in Entrepreneurship, be recommended to Senate for approval.

CARRIED

13. INFORMATION ITEMS

- (a) MATH 190 – Mathematic for Elementary Teachers
 STAT 101 – Introduction to Statistics
- Fall 2024: Course Revisions (prerequisites: housekeeping item – correction to internal MPT scores only)
- (b) PMIP 101 – Bachelor of Music Piano Preparation
 PMIP 201 – Bachelor of Music Piano Preparation
 PMIP 301 – Bachelor of Music Piano Preparation
 PMIP 401 – Bachelor of Music Piano Preparation
- Fall 2024: Course Revisions (Long/Short Title, Calendar Description, Course Note)
- (c) BFIN 141 – Introductory Accounting I
- Spring 2025: Course Revisions (calendar description, course note, required texts, course content, evaluation profile).
- BADM 335 – Workplace Learning, Development and Design
- Spring 2025: Course Revisions (calendar description, learning outcomes, required texts, course content, evaluation profile).
- BMKT 316 – Branding and Innovation
- Spring 2025: Course Revisions (calendar description, learning outcomes, required texts, course content, evaluation profile).



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BMKT 365 – Marketing Strategies and Decisions

- Spring 2025: Course Revisions (course note)

14. BUSINESS ITEMS

(a) August 2024 Meeting Date

Committee members were reminded that the next SCC meeting was scheduled for Friday, August 16. However, as faculty are returning from vacation on August 15, there may not be sufficient time to prepare for the meeting. In this regard, the Chair suggested that the August 16 meeting be moved forward one week to Friday, August 23.

Deb Jamison moved and Lydia Watson seconded:

24/56 The August 16, 2024 SCC meeting be moved to August 23, 2024.

CARRIED

The meeting was adjourned at 2:00 p.m.

Next Meeting: Friday, August 23, 2024 – 12:00 p.m.
