



SENATE CURRICULUM COMMITTEE MEETING

Friday, January 17, 2025 12:00 pm.

VIA MICROSOFT TEAMS

MINUTES

- PRESENT:** Deb Jamison (Chair), John Brouwer, Julia Black, Graham Cook, Caroline Depatie, Hilary Duke, David Geary (left at 12:30), Urmila Jangra, Bethany Paul, Tracy Penny Light, Maggie Reagh, Alisha Samnani, Ramin Shadmehr, Carole Soo, Kyle Vuorinen, Danielle Wilson, Recorder Mary Jukich
- REGRETS:** Shahnaz Darayan, Amrinder Dehal, Daniel Hersog, Chloe Miller, Cass Picken, Dominique Walker
- GUESTS:** Claire Carolan, Miriam Elfert, Rob Wenzek, Michael Thoma, Eduardo Pardo, Chieko Tanimura, Adam Vincent, Laura Kinderman, Andrew Hamilton, Siri Olesen, Torin McLachlan, Aurelea Mahood

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 Líl'wat, xʷməθkʷəy̓əm (Musqueam), shíshálh (Sechelt), Skwxwú7mesh (Squamish) and Səlílwataʔ/Selilwitulh (Tsleil-Waututh) Nations.

1. Welcome

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

Hilary Duke will be replacing Sarah Yercich for Social Sciences.

Torin McLachlan attended the meeting on behalf of Cass Picken from Humanities (with no voting rights).

Laura Padilla, student representative, has resigned from the committee.

2. Approval of the Agenda

Deb Jamison moved and Kyle Vuorinen seconded:

To adopt the agenda.

CARRIED

3. Approval of the Minutes

Deb Jamison moved and Caroline Soo seconded:

To adopt the December 13, 2024 minutes.

CARRIED

1 Abstention



SENATE CURRICULUM COMMITTEE MEETING

Friday, January 17, 2025 12:00 pm.

VIA MICROSOFT TEAMS

MINUTES

4. Residency Requirement for the Bachelor of Arts Degree (annual reporting)

Presented by: Miriam Elfert

As background, the Bachelor of Arts in Applied Behaviour Analysis (BA-ABA) is a 120-credit degree with multiple entry points. One of the most common pathways is to enter into Year 3 and complete the final two years of the bachelor's degree at Capilano. Thus, a significant portion of students who apply and are accepted are transfer credit students who have completed coursework at other post-secondary institutions. As a result of the change in residency requirements from 25% to 50% for degree programs, the distance students who cannot attend classes on campus to meet the requirement of 9 credits of upper-level courses are no longer able to meet the residency requirements at Capilano and are therefore not eligible to graduate from the BA-ABA program.

As such, at the January 24, 2020 SCC meeting, the SCC members approved decreasing the residency requirement from 50% to 25% for the BA-ABA as an interim solution, with the longer term and broader goal of developing more upper-level online courses that could be taken by BA-ABA students (as well as other students) to meet the elective requirements. This approval was extended for a further year at the SCC meetings on January 15, 2021; February 18, 2022; January 20, 2023; and March 15, 2024.

The presenter requested that SCC approve a further one-year extension of the residency requirement.

Kyle Vuorinen moved and Caroline Soo seconded:

25/01 It be recommended to Senate for approval that the residency requirement for the Bachelor of Arts Degree – Applied Behaviour Analysis (Autism) continue to be reduced from 50% to 25% for distance students on a further interim basis, to be reviewed again in one year.

CARRIED

5. Outdoor Filmmaking Certificate

Presented by: Michael Thoma and Rob Wenzek

The School of Motion Picture Arts (SMPA), in collaboration with the School of Outdoor Recreation Management (SORM), proposed a new 42-credit certificate in Outdoor Filmmaking (shortened to OFMC) for launch at the Capilano University



SENATE CURRICULUM COMMITTEE MEETING

Friday, January 17, 2025 12:00 pm.

VIA MICROSOFT TEAMS

MINUTES

(CapU) Squamish campus in the fall semester of 2025 (over three semesters) with a maximum of 20 students.

It was noted that the basic entrance requirements on page 28 of the agenda package are correct, not those outlined on page 35.

John Brouwer moved and Caroline Depatie seconded:

25/02 SCC recommend the Outdoor Filmmaking Certificate for approval as presented in accordance with Procedure No. B.106-2 Program Approval, Section 4.

CARRIED

6. Communication Essentials for Professionals Certificate

Presented by: Laura Kinderman and Adam Vincent

The School of Communications in the Faculty of Business and Professional Studies proposed an 18-credit certificate in Communication Essentials for Professionals (CEP) for launch at the CapU Squamish campus in the fall semester of 2025, over two semesters (full-time) or longer part-time.

There was discussion regarding the title of the certificate, particularly that the word “Essentials” could be perceived that only the essentials would be taught and all the other components that may be important but not essential will not be covered. In this regard, it was suggested that the certificate be renamed to “Communication for Professionals” for now.

It was also discussed that a course change request for CMNS 220 – Advanced Business Writing be submitted no later than the March 2025 SCC meeting to reduce the prerequisites from “15 credits of 100-level or higher including ENGL 100 or CMNS 100” to “9 credits including ENGL 100 or CMNS 100.” This change will allow better access overall to the course as an elective for students in other programs and also allow for the course to be used for this particular certificate program.

Julia Black moved and Caroline Soo seconded:

25/03 SCC recommend the Communication for Professionals Certificate for approval as presented in accordance with Procedure No. B.106-2 Program Approval, Section 4.

CARRIED



SENATE CURRICULUM COMMITTEE MEETING

Friday, January 17, 2025 12:00 pm.

VIA MICROSOFT TEAMS

MINUTES

7. Computing Systems Certificate

Presented by: Andrew Hamilton, Graham Cook and Torin McLachlan

The School of Science, Technology, Engineering and Mathematics in the Faculty of Arts and Sciences proposed a 25-credit certificate in Computing Systems for launch at the CapU Squamish campus in the fall semester of 2025 (over two semesters).

It was discussed that a course change request for COMP 126 – Principles of Software Design be submitted no later than the March 2025 SCC meeting to add COMP 115 – Learn to Code as a pre-requisite. This minor revision has been suggested by the program working group to will allow the use of COMP 126 in this certificate program.

Caroline Soo moved and Graham Cook seconded:

25/04 SCC recommend the Computing Systems Certificate for approval as presented in accordance with Procedure No. B.106-2 Program Approval, Section 4.

CARRIED

8. Sustainable Economics Certificate

Presented by: Eduardo Pardo, Chieko Tanimura and Graham Cook

The Faculty of Arts & Sciences proposed a 15-credit certificate in Sustainable Economics for launch at the CapU Squamish campus in the fall semester of 2025 (over two or three terms).

Graham Cook moved and Julia Black seconded:

25/05 SCC recommend the Sustainable Economics Certificate for approval as presented in accordance with Procedure No. B.106-2 Program Approval, Section 4.

CARRIED

9. MUSIC DIPLOMA

Music Diploma Program Profile

Presented by: Siri Olesen

The Music department requested approval to remove the level-specificity of secondary PMI and WMPI courses in the Music Diploma program profile to allow



SENATE CURRICULUM COMMITTEE MEETING

Friday, January 17, 2025 12:00 pm.

VIA MICROSOFT TEAMS

MINUTES

for student flexibility to take PMI/WMPI secondary lessons on multiple instruments throughout the duration of the diploma instead of forcing them to take four semesters on the same instrument.

Maggie Reagh moved and Caroline Soo seconded:

25/06 The revisions to the Music Diploma program profile be recommended to Senate for approval. **CARRIED**

10. ENGLISH

Bachelor of Arts with a Major in Writing and Literature – Literature and Culture Concentration Program Profile

Minor in Literature and Culture Program Profile

Presented by: Torin McLachlan

SCC was requested to approve the addition of ENGL 332 – Literature and Politics to the program profile for the Bachelor of Arts with a Major in Writing & Literature (Literature and Culture Concentration) and to the program profile for the Minor in Literature and Culture.

ENGL 332 – Literature in Politics is a popular course exploring the cross-currents of literary study and political theory. At the 300-level, Literature and Culture Major and Minor students take 9 credits from a list of courses that introduce students to different literary-critical fields and methodologies. Including ENGL 332 in this list provides students with an interesting and useful option to satisfy this requirement. Furthermore, this course was meant to be included in the program profiles initially but was inadvertently not included.

Caroline Soo moved and Caroline Depatie seconded:

25/07 The revisions to the Bachelor of Arts with a Major in Writing and Literature – Literature and Culture Concentration Program Profile and Minor in Literature and Culture Program Profile be recommended to Senate for approval. **CARRIED**



SENATE CURRICULUM COMMITTEE MEETING

Friday, January 17, 2025 12:00 pm.

VIA MICROSOFT TEAMS

MINUTES

11. INFORMATION ITEMS

- (a) IXD 206 – Professional Development
 - Spring 2025: Course Revisions (Course Format, Calendar Description, Learning Outcomes, Course Content, Evaluation Profile) (was on November SCC agenda but not in the Senate package)
- (b) EAL English Additional Language
EAS English for Academic Success
 - Summer 2025: New Subject Code
- (c) Health Care Assistant Certificate (CERHCA-HCA)
 - Fall 2025: Ministry required updates to Admission Requirements/ Notes and the HCA English Language Competency requirements
- (d) EDUC 383 – Curriculum – Outdoor Environments
 - Spring 2025: Revisions to course learning outcomes and course content

12. BUSINESS ITEMS

(a) Committee Terms of Reference Update

The final draft of the Committee's Terms of Reference was submitted to the Bylaw, Policy and Procedure Committee for review at their January 28, 2025 committee meeting.

(b) Membership Terms Ending as of August 15, 2025

The following members, whose terms will expire as of August 15, 2025, were requested to indicate whether they wished to continue for a further term or to provide the name of a new representative (by the March SCC meeting):

Cass Picken – Humanities

Hilary Duke – Social Sciences

Urmila Jangra – Science, Technology, Engineering and Mathematics

David Geary – Motion Picture Arts

Daniel Hersog – Performing Arts

Maggie Reagh – Access and Academic Preparation

Alisha Samnani – Student



SENATE CURRICULUM COMMITTEE MEETING

Friday, January 17, 2025 12:00 pm.
VIA MICROSOFT TEAMS

MINUTES

Laura Padilla – Student
Amrinder Dehal – Student

(c) Calendar Deadline

Effective for the 2025/2026 University Calendar, only items approved by the April 2025 Senate meeting will be published in the annual calendar.

The meeting was adjourned at 1:30 p.m.

Next Meeting: Friday, February 21, 2025 – 12:00 p.m.
