CAPILANO
UNIVERSITY

SENATE CURRICULUM COMMITTEE MEETING
Friday, February 21, 2025   12:00 pm.
VIA MICROSOFT TEAMS

MINUTES

PRESENT: Deb Jamison (Chair), John Brouwer, Graham Cook, Hilary Duke, Urmila Jangra, Harb Johal, Bethany Paul, Chloe Miller, Cass Picken, Maggie Reagh, Alisha Samnani, Ramin Shadmehr, Caroline Soo, Dominique Walker, Danielle Wilson Recorder Mary Jukich

REGRETS: Julia Black, Shahnaz Darayan, Amrinder Dehal, Caroline Depatie, David Geary, Daniel Hersog, Tracy Penny Light

GUESTS: Joseph Fall, Yoriko Gillard, Aurelea Mahood, Keri Minty, Adam Vincent

Land Acknowledgement
Capilano University is named after Chief Joe Capilano, an important leader of the Sḵwx̱wú7mesh (Squamish) Nation of the Coast Salish Peoples. We respectfully acknowledge that our campuses are located on the territories of the Lil̓wat, xʷməθkʷəy̓əm (Musqueam), shíshálh (Sechelt), Sḵwx̱wú7mesh (Squamish) and Səl̓ílwətaʔ/Selilwitulh (Tsleil-Waututh) Nations.

1.   **Welcome**

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

2.   **Approval of the Agenda**
      Ramin Shadmehr moved and Graham Cook seconded:
      To adopt the agenda.   **CARRIED**

3.   **Approval of the Minutes**
      Graham Cook moved and Urmila Jangra seconded:
      To adopt the January 17, 2025 minutes.   **CARRIED**

4.   **DEPARTMENT OF JAPANESE / LANGUAGES AND LINGUISTICS**
      JAPN 108 – Japanese Culture through Japanese Social Practices
      Presented by: Yoriko Gillard

      JAPN 108 – Japanese Culture through Japanese Social Practices is a new course that examines Japanese culture through Japanese language, art and variety of social practices and its global influences. The curriculum is designed for the general student body and it can be applied to any degree program as well as students of Japanese and non-Japanese people who are interested in learning about Japanese culture. In addition, the course is seeking Cap Core designation under the heading *Culture and Creative Expression*.

CAPILANO UNIVERSITY

SENATE CURRICULUM COMMITTEE MEETING

Friday, February 21, 2025   12:00 pm.
VIA MICROSOFT TEAMS

MINUTES

John Brouwer moved and Maggie Reagh seconded:

25/08 The new course**,** JAPN 108 – Japanese Culture through Japanese Social Practices, as well as Cap Core designation under the heading *Culture and Creative Expression*, be recommended to Senate for approval. **CARRIED**

5. **COMPUTING AND DATA SCIENCE DEPARTMENT**
COMP 101 – Computers and Their Application
COMP 126 – Principles of Software Design
Presented by: Joseph Fall

COMP 101 – Computers and Their Application:
- The prerequisites of COMP 101 are being revised by adding IXD 108 – Coding for Designers so that the revised prerequisites will be "One of the following: Pre-calculus 11, Foundations of Mathematics 11, Workplace Mathematics 11, History of Mathematics 11, Computer Science 11, BMTH 044, BMTH 048, IXD 108, MATH 097, MATH 123, or Math Placement Test (Precalculus MPT)." This will open a new pathway for the Interactive Design students.

- During the discussion, the presenter noted that the course title should not be revised and should remain as <u>COMP 101 – Computers and Their Application</u>.

Caroline Soo moved and Urmila Jangra seconded:

25/09 The prerequisite revision to COMP 101 – Computers and Their Application be recommended to Senate for approval. **CARRIED**

COMP 126 – Principles of Software Design:
- The prerequisites of COMP 126 are being revised by adding COMP 115 (C-) and removing COMP 107. The reference to "reasonable keyboarding skills and some familiarity with microcomputers running MS Windows" is also being removed because students who complete COMP 115 or COMP 121 already have these skills. In addition, Cap Core designation under the heading *Science and Technology* was requested.

- Of note: It was requested at the January SCC meeting that a course change request for COMP 126 be submitted no later than the March 2025 SCC

CAPILANO
UNIVERSITY

SENATE CURRICULUM COMMITTEE MEETING
Friday, February 21, 2025   12:00 pm.
VIA MICROSOFT TEAMS

MINUTES

meeting to add COMP 115 as a pre-requisite to allowing allow the use of COMP 126 in the new Computing Systems Certificate in Squamish.

Caroline Soo moved and Urmila Jangra seconded:

25/10	The revisions to COMP 126 – Principles of Software Design, as well as Cap Core designation under the heading *Science and Technology*, be recommended to Senate for approval.	**CARRIED**

6. **THEATRE DEPARTMENT**
ASAS 302 – Graduation Showcase
Presented by: Keri Minty

SCC was requested to approve the prerequisite revisions to ASAS 302 – Graduation Showcase from "ENGL 100, ACTR 304, ASAS 218, ASAS 219, ASAS 341, ASAS 370, FILM 250, PMTI 202" to "ENGL 100, ASAS 225, ASAS 226, ACTR 304, ASAS 341, ASAS 370."

During the discussion, it was suggested that a note be added in the Evaluation Profile to indicate that none of the items in the evaluation profile will be worth more than 35% without Dean approval.

Dominique Walker moved and Ramin Shadmehr seconded:

25/11	The prerequisite revisions to ASAS 302 – Graduation Showcase be recommended to Senate for approval.	**CARRIED**

7. **SCHOOL OF COMMUNICATION**
CMNS 224 – Music and Media
CMNS 211 – History of Media 2: Digital Media
CMNS 209 – History of Media
CMNS 222 – Communication and Ideology
CMNS 253 – Society and Digital Media
CMNS 453 – Project Group in Communication and New Media
CMNS 499 – Communication Research Project
CMNS 236 – Understanding Television
CMNS 270 – Visual Communication
CMNS 295 – The Culture of Advertising
Presented by: Adam Vincent

CAPILANO
UNIVERSITY

SENATE CURRICULUM COMMITTEE MEETING
Friday, February 21, 2025   12:00 pm.
VIA MICROSOFT TEAMS

MINUTES

CMNS 224 – Music and Media
CMNS 211 – History of Media 2: Digital Media

- CMNS 224 – Music and Media and CMNS 211 – History of Media 2: Digital Media are two new 200-level courses that will enhance areas of the curriculum that deal with media literacy.

  Danielle Wilson moved and Caroline Soo seconded:

  25/12 The two new courses, CMNS 224 – Music and Media and CMNS 211 – History of Media 2: Digital Media, be recommended to Senate for approval.

  CARRIED

- The prerequisites of the following courses are being revised from "CMNS 112 and CMNS 132" to "9 credits of 100-level or higher coursework including CMNS 100 or ENGL 100":

  - CMNS 209 – History of Media
  - CMNS 222 – Communication and Ideology
  - CMNS 253 – Society and Digital Media
  - CMNS 236 – Understanding Television
  - CMNS 270 – Visual Communication
  - CMNS 295 – The Culture of Advertising

- The contact hours (correction to course format) for the following courses are being revised from "3, 0, 1" to "4, 0, 0":

  - CMNS 222 – Communication and Ideology
  - CMNS 253 – Society and Digital Media
  - CMNS 453 – Project Group in Communication and New Media
  - CMNS 236 – Understanding Television

- CMNS 499 – Communication Research Project is becoming an independent study course and the method of delivery of is being revised to Lecture 1.50 and Other 2.5.

  Graham Cook moved and Maggie Reagh seconded:

CAPILANO
UNIVERSITY

SENATE CURRICULUM COMMITTEE MEETING
Friday, February 21, 2025   12:00 pm.
VIA MICROSOFT TEAMS

MINUTES

25/13 The revisions to the following courses: **CARRIED**

> CMNS 209 – History of Media
> CMNS 222 – Communication and Ideology
> CMNS 253 – Society and Digital Media
> CMNS 453 – Project Group in Communication and New Media
> CMNS 499 – Communication Research Project
> CMNS 236 – Understanding Television
> CMNS 270 – Visual Communication
> CMNS 295 – The Culture of Advertising

> be recommended to Senate for approval.

8.   **SCHOOL OF COMMUNICATION**
CMNS 220 – Advanced Business Writing
Presented by: Adam Vincent

To facilitate the inclusion of CMNS 220 in the new Communication for Professionals Certificate program at the Squamish campus, the prerequisites are being revised from "15 credits of university courses at the 100-level or higher, including CMNS 100 or ENGL 100" to "15 credits of university courses at the 100-level or higher, including CMNS 100 or ENGL 100."

> *Urmila Jangra moved and Caroline Soo seconded:*

25/14 The prerequisite revisions to CMNS 220 – Advanced Business   **CARRIED**
Writing be recommended to Senate for approval.

9.   **INFORMATION ITEMS**
(a)   COMP 101 – Computers and Their Application
- Fall 2025: Course Revisions (Long/Short Title, Required Texts and/or Resources).

COMP 126 – Principles of Software Design
- Fall 2025: Course Revisions (Course Format, Learning Outcomes, Course Content, Required Texts and/or Resources).

(b)   Bachelor of Environment and Society (Environmental Studies)
Bachelor of Environment and Society (Environmental Sciences)
Minor in Environment and Society

CAPILANO
UNIVERSITY

SENATE CURRICULUM COMMITTEE MEETING
Friday, February 21, 2025   12:00 pm.
VIA MICROSOFT TEAMS

MINUTES

- Fall 2025: Previously approved "Applied Ecology Module" is now being onboarded. Students will now be able to select from 4 different modules to further specialize their degree or minor.

(c) CMNS 209 – History of Media
- Fall 2025: Course Revisions (Calendar Description, Long Title, Short Title).

(d) CMNS 222 – Communication and Ideology
- Fall 2025: Course Revisions (Calendar Description, Learning Outcomes, Course Content, Evaluation Profile).

CMNS 253 – Society and Digital Media
- Fall 2025: Course Revisions (Calendar Description, Learning Outcomes, Course Content, Evaluation Profile).

CMNS 453 – Project Group in Communication and New Media
- Fall 2025: Course Revisions (Calendar Description, Long Title, Short Title, Learning Outcomes, Course Content, Evaluation Profile).

10.   BUSINESS ITEMS

(a)   2026 Meeting Schedule
Committee members were presented with the proposed 2026 meeting schedule, which includes the deadline for initial submissions to the Registrar's Office. Committee members were also informed that a review was undertaken of possible conflicts between the meeting dates and days of religious observances. On review and discussion, no issues or concerns were raised with the 2026 meeting schedule.

Deb Jamison moved and John Brouwer seconded:

25/15 The 2026 meeting schedule, as presented, be approved.   **CARRIED**

(b)   March Meeting
In anticipation of a large agenda for the March meeting, committee members were requested to consider whether to schedule an additional meeting or extend the length of the March 21 meeting. During the discussion, committee members indicated that their preference was to

CAPILANO
UNIVERSITY

SENATE CURRICULUM COMMITTEE MEETING
Friday, February 21, 2025   12:00 pm.
VIA MICROSOFT TEAMS

MINUTES

extend the March 21 meeting. In this regard, the March 21 meeting will begin at 11:15 a.m. and run until 2:45 p.m., if necessary.

Deb Jamison moved and Maggie Reagh seconded:

25/16 The March 21, 2025 SCC meeting will be extended so that it begins at 11:15 a.m. and run until 2:45 p.m., if necessary.   **CARRIED**

(c) **Committee Terms of Reference Update**
The Committee's Terms of Reference will be presented at the March 4, 2025 Senate meeting.

(d) **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 provide the name of a new representative:

> 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
> Laura Padilla – Student
> Amrinder Dehal – Student

(e) **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 1:12 p.m.

Next Meeting: Friday, March 21, 2025 – 11:15 am.