



## Senate Standing Committee on Curriculum

### MINUTES OF REGULAR MEETING

Wednesday, January 10, 2018

4:15 p.m. – 7:15 p.m.

Surrey Campus Boardroom, Cedar 2110

Present: Quorum (8 voting members)		Ex-Officio / Non-voting
Herbie Atwal Doug Fletcher Paola Gavilanez Gregory Harris Nadia Henwood Parthiphan Krishnan	Ron Murray Denise Nielson Diane Purvey Leeann Waddington Elizabeth Worobec	David Burns (Chair) Zena Mitchell Stephanie Chu Jane Fee Linda Rogers
		Ex-officio / Voting
Regrets:	Senate Office	Guests:
Leanne MacKenzie Sheamus Collins Sal Ferreras Alan Davis	Rita Zamluk, Administrative Assistant	Luis Villalba Wayne Tebb Daryl Massey Victoria Johnston-Hatch Seema Ahluwalia Mark Hamilton

#### 1. Call to Order

The Chair called the meeting to order at 4:16 pm.

#### 2. Approval of Agenda

Change in order: Move 6.2 to 6.1

**Doug Fletcher moved the agenda be confirmed as amended.**

**The motion carried.**

#### 3. Approval of Minutes, November 29, 2017

**Doug Fletcher moved the minutes be confirmed as circulated.**

**The motion carried.**

#### 4. Chair's Report

The Chair thanked the committee for their time and work.

#### 5. Pending Business

##### 5.1. Adoption of Consent Agenda, January 10, 2018

The Chair introduced the consent agenda and the course batches. If the Faculty Council sends a memo to the Chair requesting a large number of courses to be discontinued, IT will discontinue the

courses after a consultation with the Calendar Editor and the Chair of the Senate Standing Committee on Curriculum.

**Diane Purvey moved that the Senate Standing Committee on Curriculum recommends Senate approve the attached new, revised, and discontinued courses.**

**The motion carried.**

## **5.2. Committee Mandate Revision: Senate Standing Committee on Curriculum**

The Chair provided context and background for the changes in the committee mandate. The committee distinguished between Senate -approved curriculum and non-Senate- approved-curriculum.

**Action:** The committee identified the need for future discussion of standards for graduate programming

Topics discussed included: Section 35.2.5.c of the *University Act* states the Senate can, “set curriculum content for courses leading to certificates, diplomas and degrees”; the role of the Senate Standing Committees as advisors, retaining alignment with other standing committees involved with curriculum development, the role of the Senate Standing Committee on Curriculum as practicing due diligence and scrutinizing the details of the courses as responsibility set out in the *University Act* cannot be delegated.

**After discussion and amendment, Leeann Waddington moved that the Senate Standing Committee on Curriculum recommends the Senate Governance Committee recommends Senate approve the revised mandate of the Senate Standing Committee on Curriculum.**

**The motion carried.**

## **5.3. English Equivalencies Table Consultation Process**

Nadia Henwood provided context and background for the topic. The committee discussed sending the table to the Faculty Curriculum Committees, as well as the Faculty Councils, the use of the table for KPU admissions, and the process for consultations.

**Action:** Ensure the table goes back to Assessment and Testing Services, and Academic Advising Council.

**After debate and amendment, Doug Fletcher moved that the Senate Standing Committee on Curriculum submit the English Equivalencies table to the Faculty Councils and to the Faculty Curriculum Committees for feedback.**

**The motion carried.**

## **6. New Business**

### **6.1. Program Change: Education Assistant Certificate**

Victoria Johnston-Hatch provided an overview of the changes and answered questions regarding the Certificate. The committee discussed using literature based courses, and tidying up the curriculum presented in the calendar.

**Action:** Victoria Johnston-Hatch will meet with the University Registrar to tidy up the calendar

**Herbie Atwal moved that the Senate Standing Committee on Curriculum recommends Senate approve the changes to the Education Assistant Program Certificate, effective September 1, 2018.**

**The motion carried.**

## **6.2. Program Change: Associate of Arts in Creative Writing**

Parthiphan Krishnan provided background and answered questions regarding the changes

**Herbie Atwal moved that the Senate Standing Committee on Curriculum recommends Senate approve the changes to the Associate of Arts in Creative Writing, effective September 1, 2018.**

**The motion carried.**

## **6.3. Program Change: Bachelor of Journalism**

Mark Hamilton provided context and background for the Bachelor of Journalism. The committee discussed the changes not being substantive as the learning outcomes did not change, and the number of credits required for the bachelor's degree stayed the same. They discussed the structure of credits within the degree, and adding more consultations to the Program Change Form.

**Parthiphan Krishnan moved that the Senate Standing Committee on Curriculum recommends Senate approve the changes to the Bachelor of Journalism, effective September 1, 2018.**

**The motion carried.**

## **6.4. Program Change: Journalism Minor**

Mark Hamilton provided background and answered questions from the committee.

**Diane Purvey moved that the Senate Standing Committee on Curriculum recommends Senate approve the changes to the Journalism Minor, effective September 1, 2018.**

**The motion carried.**

## **6.5. Approval of Courses: Journalism**

Mark Hamilton answered questions from the committee.

**After debate and amendment, Paola Gavilanez moved that the Senate Standing Committee on Curriculum recommends Senate approve the attached Journalism courses, effective September 1, 2018.**

**The motion carried.**

## **6.6. Program Change: Bachelor of Arts, Minor in Sociology**

Seema Ahluwalia provided background and answered questions.

**Herbie Atwal moved that the Senate Standing Committee on Curriculum recommends Senate approve the changes to the Bachelor of Arts, Minor in Sociology, effective September 1, 2018.**

**The motion carried.**

## **6.7. Program Change: Certificate in Health Care Assistant**

Leeann Waddington provided background to the changes. The committee discussed the entry requirements, laddering of programs, aligning the program with programs in other institutions, and the English requirements by the profession.

**Action:** The committee agreed that KPU equivalents can be added at a later date if needed. Nadia Henwood and Herbie Atwal will confer on the wording.

**Leeann Waddington moved that the Senate Standing Committee on Curriculum recommends Senate approve the change to the Health Care Assistant Certificate, effective September 1, 2018.**

**The motion carried.**

## **6.8. Program Change: Computer Aided Design and Drafting (Advanced Standing)**

Daryl Massey provided background for the changes. The committee discussed the flexibility of the program, advising students on mathematics, and the increased number of students that may be interested in the program.

**After debate and amendment, Nadia Henwood moved that the Senate Standing Committee on Curriculum recommends Senate approve the changes to the Computer Aided Design and Drafting program, effective September 1, 2018.**

**The motion carried.**

#### **6.9. Program Change: Computer Aided Design and Drafting (Co-op Option)**

Daryl Massey provided background for the changes. The committee discussed how we can ensure that funding has also been approved for the required co-op courses when co-op program options are approved and implemented, collaboration across faculties for co-op programs, alignment of the co-op program for students in all terms, international interest in co-op programs, pathways for admittance, the dates for program implementation, and deferring budget items, such as funding co-op programs, to SSC University Budget and Senate.

**After debate and amendment, Doug Fletcher moved that the Senate Standing Committee on Curriculum recommends Senate approve the revisions to the Computer Aided Design and Drafting program for implementation on September 1, 2018.**

**The motion carried.**

#### **6.10. Approval of Courses: Business Graduate Diploma Courses**

Luis Villalba and Wayne Tebb answered questions from the committee.

The committee discussed:

- program restrictions that limit student enrollment in the 6000 level courses,
- the design of the capstone experience practicum and the use of the word practicum,
- the development and teaching of the graduate courses,
- the role of the Faculty of Graduate Studies,
- GRMT 6130 course description needs more clarity by lessening the explanation / definition of Ecological Economics
- the jurisdiction within KPU to recommend approval of graduate courses,
- the accreditation of the programs by the Common Professional Component, a measure used by the Accreditation Council for Business Schools and Programs,
- the yearly assessment built into the programs,
- laddering opportunities being built with the
  - Sustainability Management School in Switzerland for the Graduate Diploma in Business Administration - Green Business Management and Sustainability
  - the Global Business School – INSEEC in Paris and Bordeaux with the Graduate Diploma in Business Administration - Global Business Management
  - added explorations with Business Schools in Brazil and South Africa., and
- the timing of the implementation of the programs.

The Chair noted that approving these courses does not set any precedent for future graduate courses.

**Doug Fletcher moved that the Senate Standing Committee on Curriculum recommends Senate approve the attached list of the School of Business graduate diploma courses, with a review date of 12 months added to the course outlines, effective September 1, 2018.**

**The motion carried with one opposed, and one abstention.**

#### **6.11. Course Attributes: Quantitative Courses**

David Burns introduced the topic. The committee discussed the template, the definition of a quantitative course, the mandate and functioning of the subcommittee.

**Betty Worobec moved that the Senate Standing Committee on Curriculum recommends Senate approve the quantitative designation for Math 3160, Group Theory.**

**The motion carried.**

### **7. Items for Discussion**

#### **7.1. Open Textbook Tick box**

David Burns opened the discussion. The committee discussed using a tick box to encourage instructors to seek open educational resources, the best way to let students know open textbooks are available, the value of increasing awareness of available resources, and the best way to raise awareness of the initiative.

**Action:** Chair to request a written and specific proposal to promote the idea of instructors using open textbooks.

**Action:** Chair is to communicate with Learning Commons.

### **8. Adjournment**

The meeting adjourned at 7:04 p.m.