



**SENATE CURRICULUM COMMITTEE MEETING
MINUTES**

Monday 28 February 2022
1:01-2:05 pm via Zoom

Attendees

Senators

P. Englezos
S. Gopalakrishnan
S. Kandola
R. Kozak
C. Krebs (Chair)
C. Menzies
J. Schumacher
S. Singh
J. Stewart
G. Yee (Vice-Chair)

Ex Officio

J. Hoegg
C. Holmes
N. Hutchinson
S. Jarvis-Selinger
E. Jovel
S. Parker
D. Parkes
C. Rawn
A. Webb
E. Whitney
Z. Xu

Regrets

S. Bates
E. Cantiller
P. Culbert
A. Dulay
C. Jaeger
H. Leong
S. Matsui
M. Quayle
K. Ross
L. Stothers
H.C. von Bergmann

Guests

J. Fletcher

Senate Staff

M. Davis
J. Iverson
B. Menard

**Call to Order and
Territorial
Acknowledgement**

The meeting of the Senate Curriculum Committee (the “Committee”) was called to order at 1:01 pm on 28 February 2022 by C. Krebs, Chair.

Agenda

THAT THE Senate Curriculum Committee adopts the 28 February 2022 agenda as presented.

Carried by General Consent.

Meeting Minutes

THAT THE Senate Curriculum Committee approves the 24 January 2022 meeting minutes as presented.

Carried by General Consent.

**Business Arising
from the Minutes**

Changes to Guide to Curriculum Submissions:

B. Menard noted that as a result of the Committee's feedback, revisions were made to soften the language, thus leaving more room for interpretation, as well as capturing the spirit of what the Committee is trying to achieve.

Action Item:

The Committee is invited to send any further feedback on the Guide to Curriculum Submissions to the Senate Office.

**Subcommittee
Reports – Applied
Faculties**

S. Gopalakrishnan presented:

New Courses: COMM 105, COMM 196, PLAN 231, PLAN 361, PLAN 452

THAT THE Senate Curriculum Committee approves the new courses as circulated.

Moved: S. Gopalakrishnan

Seconded: Z. Xu

Carried.

Five new courses are being offered: three from the School of Community and Regional Planning, which tie into the new Bachelor of Arts Major in Urban Studies and two from the Faculty of Commerce and Business Administration, which align with changes to the Bachelor of Commerce.

It was noted that PLAN 452 is missing a prerequisite (GEOG 451) and an equivalency statement for the URST course (URST 452). These will be updated as a friendly amendment prior to Senate.

Action Item:

Senate Office amend PLAN 452 proposal to include GEOG 451 as a prerequisite and URST 452 as an equivalency, and then to send the revised proposal to the proponents.

It was asked whether there was no prerequisite for the PLAN 3rd and 4th year courses. S. Gopalakrishnan responded that it was his understanding that because students would have completed approximately 80% of 2nd year courses to advance to 3rd year standing, that the background knowledge would be considered sufficient.

Revised Programs: Bachelor of Commerce > Business and Computer Science – Combined Major, International Business

THAT THE Senate Curriculum Committee approves the revised programs as circulated.

Moved: S. Gopalakrishnan

Seconded: J. Hoegg

Carried.

These program changes arise from the creation and replacement of courses, and restructuring of the Bachelor of Commerce. The Mathematics department and the Combined Major- Business and Computer Science are undergoing streamlining which affect the degree requirements. The International Business Option has been removed as this was previously morphed into a concentration. Wording has been adjusted to ensure students who transfer into these programs meet the appropriate requirements.

C. Rawn noted discrepancies in “footnote 1” of the proposal to revise Degree Requirements for the Bachelor of Commerce. It was determined that footnote 1 in the right column of the proposal needs to be struck out and footnote 1 in the left column will remain.

Action Item:

Senate Office will work with the proponents to update the footnote in the proposal to revise Degree Requirements for the Bachelor of Commerce.

**Subcommittee
Reports – Arts**

D. Parkes presented:

New Courses: GEOG 202, GEOG 302, GEOG 451, URST 451

THAT THE Senate Curriculum Committee approves the new courses as circulated.

Moved: D. Parkes
Seconded: J. Schumacher
Carried.

New Courses: INFO 301, INFO 304

THAT THE Senate Curriculum Committee approves the new courses as circulated.

Moved: D. Parkes
Seconded: E. Whitney
Carried.

New Courses: JRNL 201, MDIA 100, MDIA 490

THAT THE Senate Curriculum Committee approves the new courses as circulated

Moved: D. Parkes
Seconded: J. Schumacher
Carried.

The MDIA courses are part of the program update to the Bachelor of Media Studies.

S. Gopalakrishnan noticed that some courses such as JRNL 201 do not have a prerequisite whereas others do or are restricted, and he wondered if this was

intentional. C. Rawn confirmed that the department chooses to not to have prerequisites, as it is mostly BMS students and it makes sense in their program to not have prerequisites.

New Courses: MES 301, MES 450

THAT THE Senate Curriculum Committee approves the new courses as circulated.

Moved: D. Parkes
Seconded: C. Rawn
Carried.

**Subcommittee
Reports –
Graduate**

N. Hutchinson presented:

New Course: PPGA 568

THAT THE Senate Curriculum Committee the new course as circulated.

Moved: N. Hutchinson
Seconded: J. Hoegg
Carried.

**Subcommittee
Reports – Health
and Education**

C. Holmes presented:

New Courses: KIN 453, KIN 468

New Program: Minor in Educational and Counselling Psychology and Special Education

THAT THE Senate Curriculum Committee approves the new courses as circulated.

Moved: C. Holmes
Seconded: E. Whitney
Carried.

Minor in Education and Counselling and Special Education (ECPS)

THAT THE Senate Curriculum Committee approves the new program as circulated.

Moved: C. Holmes
Seconded: A. Webb
Carried.

It was noted that students are already taking a number of ECPS course as electives, adding this new Minor will allow students to declare their ECPS studies within the Kinesiology degree structure and allows this to be articulated on their transcript. Comprehensive internal consultation took place on this change and all the departments in its unit have approved it.

**Discussions –
Curriculum
Consultations**

C. Holmes stated that the Faculty of Medicine has an internal faculty process for receiving requests for consultations; requests for consultation are to be sent to fom.curriculum@ubc.ca. The staff who check this inbox will forward the request to the appropriate subject matter expert (SME). Curriculum consultations for all other faculties are sent directly to the SME. This internal process seeks to avoid consultations being sent to the wrong person and also ensure that timely responses are received.

C. Krebs asked whether the Faculty of Medicine would consider a dual process where the consultation could be sent to the central hub or directly to the SME. C. Holmes confirmed that the Faculty of Medicine only uses the central hub, but that the person requesting the consultation can specifically identify to whom the consultation should be sent.

Discussion ensued regarding the use a faculty-staff-faculty structure versus a faculty-faculty structure. Faculty of Arts noted that they support using both methods of contacting SMEs.

C. Krebs suggested that an email be sent to all of the faculty curriculum chairs (FCCs) with a list of all FCCs. This list can be used by the respective FCCs to share their respective faculty's internal processes, such as the Faculty of Medicine's process for receiving curriculum consultations.

Action Item:

Senate Office will send an email to all FCCs with a list of all FCCs, so that FCCs can share internal processes with each other.

**Discussions -
Indigenous
Strategic Plan
(ISP) - Sharing
Experiences with
Implementing ISP
in Curriculum
(Cont'd)**

C. Menzies shared that the Department of Anthropology is not only looking at their curriculum but also the entire department-wide structure and how it could be reviewed in light of the ISP. The department seeks to bring key stakeholders together to identify themes and plans for the short and long-term. The department is also dividing courses into 3 categories: those that have no Indigenous content or relevance to Indigenous content, those that do have Indigenous content but may not necessarily have had input from Indigenous peoples, and those informed by Indigenous direction or approaches.

Other Business

None to report.

Next Meeting

The next meeting of the Committee will be held on Monday 28 March 2022 from 1-3 pm.

Adjournment

The meeting adjourned at 2:05 pm.