



UNDERGRADUATE EDUCATION COMMITTEE (UEC)
October 24, 2014 - 10:00 AM
A203B

AGENDA

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Page

**1. APPROVAL OF THE AGENDA**

1.1. MOTION: To approve the agenda as presented.

**2. APPROVAL OF UEC MINUTES**

3 - 7      2.1. UEC draft minutes: September 26, 2014

MOTION: To approve the draft minutes as presented.

**3. COURSES AND PROGRAMS**

8 - 17      3.1. **Adult Education**

Changes including title and prerequisites: ADED 370

Changes including prerequisites: ADED 470

MOTION: To approve the resubmitted ADED 370 and 470 course outlines as presented.

18 -      3.2. **Peace and Conflict Studies**

19      New course: PACS 390, Conflict Analysis and Peacebuilding Directed Study

MOTION: To approve the resubmitted PACS 390 course outline as presented.

20 -      3.3. **Philosophy**

31      New course: PHIL 425, 20th Century Continental Philosophy

New course: PHIL 426, Contemporary Analytic Philosophy

MOTION: To approve the new PHIL 425 and 426 course outlines as presented.

32 -      3.4. **Library and Information Technology**

56      Changes including credits: LIBT 161

Changes including credits, title, and pre/coreqs: LIBT 265

Change to program requirements: Library and Information Technology diploma

Page

MOTION: To approve the changes to the LIBT course outlines as presented.  
or

MOTION: To approve the changes to the LIBT course outlines, with early implementation (May 2015) of increased prerequisites for LIBT 265.

MOTION: To approve the changes to the Library and Information Technology diploma as presented.

57 -  
61

**3.5. Theatre**

Change to program requirements: Associate of Arts, Theatre option

MOTION: To approve the changes to the Associate of Arts, Theatre option as presented.

**4. OTHER BUSINESS/DISCUSSION ITEMS**

62 -  
63

**4.1. Election of subcommittee members**

Admissions Subcommittee  
Transfer Credit Subcommittee  
Policy Subcommittee  
Curriculum Quality Subcommittee

64 -  
66

**4.2. Memo templates**

67 -  
73

**4.3. Review of Standing Committees of Senate**

**4.4. Admissions Subcommittee report**

**4.5. Transfer Credit Subcommittee report**

**4.6. Policy Subcommittee report**

**5. INFORMATION ITEMS**

**5.1. Minor course changes** (outlines will be available at  
[www.ufv.ca/calendar/courseoutlines](http://www.ufv.ca/calendar/courseoutlines))

ASTR 103  
MATH 265, 345  
PHYS 452

74

**5.2. Department name change**

Teacher Education Program changed to Teacher Education department

**6. ADJOURNMENT**



## **UNDERGRADUATE EDUCATION COMMITTEE (UEC) MEETING**

September 26, 2014  
10:00 AM - A225  
Abbotsford Campus

### **DRAFT MINUTES**

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**PRESENT:** Maria Bos-Chan, Rhonda Colwell, Tara Cooper, Darren Francis, Nancy Goad, Shirley Hardman, Anthony Iliev, Arlene Leon, Steven Marsh, David McGuire, Samantha Pattridge, Eric Spalding, Simon Xi  
**ABSENT:** Satwinder Bains, Sue Brigden, Heather Comeau, Vlad Dvoracek, John English, Peter Geller, Stan Manu, Kate McCulloch, Rod McLeod, Lisa Moy, Maureen Wideman  
**GUESTS:** Karen Cooper, Ian McAskill, Sylvie Murray, Steven Schroeder  
**RECORDER:** Amanda Grimson

#### **1. APPROVAL OF THE AGENDA**

**MOTION:**

To approve the agenda as presented.  
CARRIED

#### **2. APPROVAL OF UEC MINUTES**

**2.1. UEC draft minutes: August 29, 2014**

**MOTION:**

To approve the draft minutes as presented.  
CARRIED

#### **3. COURSE OUTLINES**

**3.1. Computer Information Systems**

New course: COMP 382, Languages, Computation, and Machines  
Changes including corequisites and pre/corequisites: CIS 270

A concern was raised about the currency of the textbooks listed for COMP 382, which have publication dates of 2008 and 2006. I. McAskill (CIS interim department head) indicated that the publishing cycle for texts in this area is longer than normal, and the instructor will bring currency to the course.

There was also a concern regarding the inclusion of MATH 225 in the prerequisites for COMP 382, as MATH 225 is rarely offered. Until this course is offered more often as part of the proposed Computing Science major, waivers may need to be given on a regular basis. In this case, the department and the instructor will consider how the course should to be altered to accommodate students that do not have the required prior knowledge.

**MOTION:**

To approve the COMP 382 and CIS 270 course outlines as presented.  
CARRIED

**4. PROGRAMS**

**4.1. Bachelor of Science**

Change to program: BSc Honours, major, and minor declaration requirements

The "minimum 30 credits" will include transfer credits.

**MOTION:**

To recommend the approval of the changes to the declaration policy for Bachelor of Science Honours, majors, and minors as presented, effective January 2015.  
CARRIED

**4.2. Continuing Education**

New course: PR 01, Fundamentals of Public Relations

New course: PR 02, Social Media and Digital Citizenship

New course: PR 03, Storytelling that Matters: Public Speaking

New course: PR 04, Ask and Answer: Skills for Interviews

New course: PR 05, Writing for the Internet

New course: PR 06, Impression Management: Influencing your Public Image

New course: PR 07, Persuasive Messaging

New course: PR 08, Visual Communications

New course: PR 09, Copyright and Legal Issues

New course: PR 10, Building a Media Kit

New course: PR 11, Employment Messaging

New course: PR 12, Marketing 21 Century Style

New course: PR 13, Practicum

**MOTION:**

To approve the new course designation PR (Public Relations).  
CARRIED

**MOTION:**

To approve the new PR Continuing Education courses as presented.  
CARRIED

New program: Public Relations certificate

Concerns were raised about the proposed "Future Study" section of the calendar copy, which specifies that students who complete the certificate with greater than 80% in all courses will be considered for a course substitution for CMNS 212 and two lower-level CMNS electives. S. Pattridge (Communications department head) clarified that the intention is primarily to recognize that students who complete this certificate will be able to meet the learning outcomes for CMNS 212. This will be presented as an exemption rather than a course substitution.

Additional minor amendments were suggested and accepted by S. Pattridge and S. Murray (Program Development Coordinator).

**MOTION:**

To recommend the approval of the new Public Relations certificate as amended:

- Change "professor" to "associate professor" in all instances.

UEC Draft Minutes  
26 Sep 2014

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- Program Learning Outcomes: "Work within ethical guidelines to participate as a digital and global citizen."
- Update "How to apply" section of calendar copy in consultation with OReg.
- Future Study: "...will be considered for a course substitution exemption for CMNS 212 and two lower-level CMNS electives."

CARRIED

#### **4.3. Peace and Conflict Studies**

New course: PACS 100, Introduction to Peace and Conflict Studies

New course: PACS 200, Conflict Analysis and Peacebuilding in the Fraser Valley

New course: PACS 310, Conflict Transformation

New course: PACS 390, Conflict Analysis and Peacebuilding Directed Study

New course: PACS 391, Conflict Analysis and Peacebuilding Field Work

New course: PACS 400, Conflict Analysis and Peacebuilding Seminar

The inclusion of 90 university-level credits in the prerequisites for PACS 390 and 391 was questioned, particularly since these are 300-level courses. S. Murray indicated that these are capstone courses and are intended to be taken at the end of the program, but agreed that the prerequisites could be reduced to 60 credits.

The second learning outcome for PACS 390 ("Additional specific learning outcomes will be determined by the professor, depending on the content of the study") was identified as problematic and too broad. It was also noted that some textbook examples should be included. This is not intended to be run as a special topics course. This outline will be revised and resubmitted to UEC.

#### **MOTION:**

To approve the new course designation PACS (Peace and Conflict Studies).

CARRIED

#### **MOTION:**

To approve the new PACS course outlines as presented.

DEFEATED

#### **MOTION:**

To approve PACS 100, 200, 310, 391, and 400 as amended:

- PACS 391 prerequisites: "90 60 university-level credits including..."

CARRIED

New programs: Peace and Conflict studies major and minor

Questions were raised regarding the treatment of JIBC courses. It was suggested that additional language be included to ensure that completion of these courses is recorded by UFV. S. Murray will provide a revised proposal for submission to APPC.

#### **MOTION:**

To recommend the approval of the new Peace and Conflict Studies major and minor for the Bachelor of Arts as presented.

CARRIED

**5. OTHER BUSINESS/DISCUSSION ITEMS****5.1. Approved Grade 12 courses**

The UEC Admissions Subcommittee has approved this change and submitted it to UEC for approval.

**MOTION:**

To recommend the approval of the addition of Comparative Civilizations 12 and Calculus 12 to the list of Approved Grade 12 courses as presented.  
CARRIED

**5.2. Short Program Subcommittee report**

The Short Programs Subcommittee submitted their work for initial consultation with UEC. In particular, the subcommittee's draft "Non-Degree Credential Chart" was discussed. Some of the proposed changes include new credential classifications (associate certificates and advanced certificates), and a distinction between a "Statement of completion" and a "Statement of attendance".

Discussion included the following points:

- Potential confusion between associate certificates and associate degrees.
- "Intermediate certificate" suggested as an alternative to associate certificate.
- Associate degrees should be included in the non-degree credential chart.
- Potential addition of post-degree diplomas between post-degree certificates and graduate certificates.

**5.3. Transfer Credit Subcommittee report**

There was no report from this subcommittee.

**5.4. Policy Subcommittee report**

There was no report from this subcommittee.

**5.5. Review of Standing Committees of Senate**

A. Grimson will clarify what is being requested by SGC and bring this back in October.

**5.6. Election of subcommittee members**

Admissions Subcommittee  
Transfer Credit Subcommittee  
Policy Subcommittee

Due to time constraints, this item will be discussed at the October meeting. The subcommittees will continue with current membership until then.

UEC Draft Minutes  
26 Sep 2014

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**5.7. UEC retreat summary**

The creation of a Curriculum Quality Subcommittee will be discussed at the next meeting.

**MOTION:**

To accept the UEC retreat summary as presented.

CARRIED

**6. INFORMATION ITEMS**

**6.1. New memo templates**

International Education representatives D. McGuire and S. Xi noted that the memo template for new courses asks about indigenizing, but perhaps should also ask that consideration be given to internationalizing or "interculturalizing" the curriculum.

These templates will be brought back to the next meeting for additional discussion.

**6.2. Minor course changes**

GEOG 201, 202, 319

**7. ADJOURNMENT**

The meeting was adjourned at 12:09 pm.

## **MEMO**

To: Amanda Grimson, UEC assistant, Tracy Ryder Glass, Dean of Professional Studies, and Professional Studies Faculty Council

From: Seonaigh MacPherson, Adult Education Department Head, Corinne Richardson, Program Advisor

Date: September 17<sup>th</sup>, 2014

Re: Changes to course outlines ADED 370 and ADED 470

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The Adult Education department is resubmitting course outlines as requested at the August 29<sup>th</sup>, 2014 UEC meeting.

1. ADED 370 – Title change, learning outcomes added, and assessment example.
2. ADED 470 – Learning outcomes added, and assessment example.



ORIGINAL COURSE IMPLEMENTATION DATE: Sept. 1994  
 REVISED COURSE IMPLEMENTATION DATE:  
 COURSE TO BE REVIEWED: (six years after UEC approval) March 2018  
 Course outline form version: 05/29/14

## OFFICIAL UNDERGRADUATE COURSE OUTLINE FORM

Note: The University reserves the right to amend course outlines as needed without notice.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                        |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|------------------------------|--|------------------|--|------------------------|--|--------------------------------------------|--|----------------------------|--|--------------------------------------------------------|----|--------------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Course Code and Number: ADED 370                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |           | Number of Credits: 3 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                        |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| Course Full Title: Directed Studies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                        |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| Course Short Title (if title exceeds 30 characters):                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                        |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| Faculty: Faculty of Professional Studies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           | Department (or program if no department): Adult Education                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                        |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| <b>Calendar Description:</b><br><br>Course Focus: Supervised, research and/or field-based activity for students to diversify their experience base or refine and deepen their understanding of selected areas in adult education. Emphasis: an opportunity to integrate and apply theories and practices. Requires a learning contract.                                                                                                                                                                                                                                                                                                                                                                                    |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                        |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| Note: Students with credit for                      cannot take this course for further credit.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                        |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| Prerequisites (or NONE): Enrolment in an Adult Education program; or 30 university credits; or permission of the Adult Education department                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                        |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| Corequisites (if applicable, or NONE):                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                        |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| Pre/corequisites (if applicable, or NONE):                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                        |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| <b>Equivalent Courses (cannot be taken for additional credit)</b><br>Former course code/number:<br>Cross-listed with:<br>Equivalent course(s):<br><i>Note: Equivalent course(s) should be included in the calendar description by way of a note that students with credit for the equivalent course(s) cannot take this course for further credit.</i>                                                                                                                                                                                                                                                                                                                                                                     |           | <b>Transfer Credit</b><br>Transfer credit already exists: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br><br>Transfer credit requested (OReg to submit to BCCAT):<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if yes, fill in transfer credit form)<br><br>Resubmit revised outline for articulation: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>To find out how this course transfers, see <a href="http://bctransferguide.ca">bctransferguide.ca</a> . |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                        |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| <b>Total Hours: 45</b><br><b>Typical structure of instructional hours:</b> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr><td>Lecture hours</td><td></td></tr> <tr><td>Seminars/tutorials/workshops</td><td></td></tr> <tr><td>Laboratory hours</td><td></td></tr> <tr><td>Field experience hours</td><td></td></tr> <tr><td>Experiential (practicum, internship, etc.)</td><td></td></tr> <tr><td>Online learning activities</td><td></td></tr> <tr><td>Other contact hours: Supervised self-directed learning</td><td style="text-align: center;">45</td></tr> <tr><td style="text-align: right;"><b>Total</b></td><td style="text-align: center;"><b>45</b></td></tr> </table> |           | Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  | Seminars/tutorials/workshops |  | Laboratory hours |  | Field experience hours |  | Experiential (practicum, internship, etc.) |  | Online learning activities |  | Other contact hours: Supervised self-directed learning | 45 | <b>Total</b> | <b>45</b> | <b>Special Topics</b><br>Will the course be offered with different topics?<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br><br>If yes, different lettered courses may be taken for credit:<br><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, repeat(s) <input type="checkbox"/> Yes, no limit<br><i>Note: The specific topic will be recorded when offered.</i> |  |
| Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                        |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| Seminars/tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                        |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| Laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                        |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| Field experience hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                        |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| Experiential (practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                        |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| Online learning activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                        |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| Other contact hours: Supervised self-directed learning                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 45        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                        |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>45</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                        |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           | <b>Maximum enrolment (for information only): 25</b><br><br><b>Expected frequency of course offerings (every semester, annually, every other year, etc.):</b> every semester                                                                                                                                                                                                                                                                                                                                                              |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                        |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| Department / Program Head or Director: Seonaigh MacPherson                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           | Date approved:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                        |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| Campus-Wide Consultation (CWC)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |           | Date of posting: February, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                        |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| Faculty Council approval                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           | Date approved: May 23, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                        |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| Dean/Associate VP: Rosetta Khalideen                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           | Date approved: May 23, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                        |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                 |  |

[COURSE] ADED 370

University of the Fraser Valley Official Undergraduate Course Outline

Page 2 of 2

**Undergraduate Education Committee (UEC) approval**

**Date of meeting:**

**Learning Outcomes**

Upon successful completion of this course, students will be able to:

- Negotiate a learning contract for a research or field-based activity
- Conduct and reflect on the relevant activity
- Integrate and apply theories, concepts and best practices in their area of interest
- Create a product (report, research paper, curriculum, consultant guide, etc.) summarizing and articulating their learning

**Prior Learning Assessment and Recognition (PLAR)**

☒ Yes    ☐ No, PLAR cannot be awarded for this course because

**Typical Instructional Methods** (guest lecturers, presentations, online instruction, field trips, etc.; may vary at department's discretion)

To be determined on an individual basis

**NOTE:** The following sections may vary by instructor. Please see course syllabus available from the instructor.

**Typical Text(s) and Resource Materials** (if more space is required, download supplemental Texts and Resource Materials form)

| Author Surname, Initials | Title (article, book, journal, etc.)    | Current Ed.              | Publisher | Year |
|--------------------------|-----------------------------------------|--------------------------|-----------|------|
| 1.                       | To be determined on an individual basis | <input type="checkbox"/> |           |      |
| 2.                       |                                         | <input type="checkbox"/> |           |      |
| 3.                       |                                         | <input type="checkbox"/> |           |      |
| 4.                       |                                         | <input type="checkbox"/> |           |      |
| 5.                       |                                         | <input type="checkbox"/> |           |      |

**Required Additional Supplies and Materials** (software, hardware, tools, specialized clothing, etc.)

Use this section for supplies and materials for all sections of this course.

**Typical Evaluation Methods and Weighting**

|                |   |              |   |                   |   |            |    |
|----------------|---|--------------|---|-------------------|---|------------|----|
| Final exam:    | % | Assignments: | % | Midterm exam:     | % | Practicum: | %  |
| Quizzes/tests: | % | Lab work:    | % | Field experience: | % | Shop work: | %  |
| Other:         | % | Other:       | % | Other:            | % | Total:     | 0% |

**Details (if necessary):**

To be determined on an individual basis

Possible evaluation methods among others include:

- Weekly reports of progress
- Weekly learning journal entries submitted for feedback
- Submission of early drafts of documents/products for feedback
- Submission of interview protocols for review and feedback
- Submission of interview/data analysis for feedback
- Submission of analysis/reflection on feedback on product provided by peers/colleagues
- Presentation of results to an Adult Education class/group of peers in the workplace/etc
- Submission of final product for evaluation and/or publication
- Submission of reflective analysis of learning journey throughout course

**Grading system:** Letter Grades: ☐ Credit/No Credit: ☒ Labs to be scheduled independent of lecture hours: Yes ☐ No ☒

**Typical Course Content and Topics**

To be determined on an individual basis

**For Administrative Use Only**

Department code:

CIP Code:

Course Level Code:

PDC Code:



ORIGINAL COURSE IMPLEMENTATION DATE: October 1998  
 REVISED COURSE IMPLEMENTATION DATE:  
 COURSE TO BE REVIEWED: (six years after UEC approval) March 2018  
 Course outline form version: 05/29/14

## OFFICIAL UNDERGRADUATE COURSE OUTLINE FORM

**Note:** The University reserves the right to amend course outlines as needed without notice.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |                                   |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|------------------------------|--|------------------|--|------------------------|--|--------------------------------------------|--|----------------------------|--|----------------------|----|-----------------------------------|--|--------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>Course Code and Number:</b> ADED 470                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |           | <b>Number of Credits:</b> 3 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |                                   |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Course Full Title:</b> Synthesis Project in Adult Education I                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |                                   |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Course Short Title (if title exceeds 30 characters):</b> Adult Educ Synthesis Proj I                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |                                   |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Faculty:</b> Faculty of Professional Studies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           | <b>Department (or program if no department):</b> Adult Education                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |                                   |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Calendar Description:</b><br><br>Course Focus: Opportunity for learners near completion to integrate concepts, philosophies and knowledge of adult education through preparation of a major paper or other approved project. Requires an approved individual learning contract prior to registration.                                                                                                                                                                                                                                                                                                                                          |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |                                   |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Note:</b> Students with credit for                      cannot take this course for further credit.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |                                   |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Prerequisites (or NONE):</b> Enrolment in an Adult Education program; or 30 university credits; permission of the Adult Education department                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |                                   |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |                                   |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Pre/corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |                                   |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Equivalent Courses (cannot be taken for additional credit)</b><br>Former course code/number:<br>Cross-listed with:<br>Equivalent course(s):<br><i>Note: Equivalent course(s) should be included in the calendar description by way of a note that students with credit for the equivalent course(s) cannot take this course for further credit.</i>                                                                                                                                                                                                                                                                                            |           | <b>Transfer Credit</b><br>Transfer credit already exists: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>Transfer credit requested (OREg to submit to BCCAT):<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if yes, fill in transfer credit form)<br>Resubmit revised outline for articulation: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>To find out how this course transfers, see <a href="http://bctransferguide.ca">bctransferguide.ca</a> . |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |                                   |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Total Hours: 45</b><br><b>Typical structure of instructional hours:</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Lecture hours</td><td></td></tr> <tr><td>Seminars/tutorials/workshops</td><td></td></tr> <tr><td>Laboratory hours</td><td></td></tr> <tr><td>Field experience hours</td><td></td></tr> <tr><td>Experiential (practicum, internship, etc.)</td><td></td></tr> <tr><td>Online learning activities</td><td></td></tr> <tr><td>Other contact hours:</td><td>45</td></tr> <tr><td>Supervised self-directed learning</td><td></td></tr> <tr><td><b>Total</b></td><td><b>45</b></td></tr> </table> |           | Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  | Seminars/tutorials/workshops |  | Laboratory hours |  | Field experience hours |  | Experiential (practicum, internship, etc.) |  | Online learning activities |  | Other contact hours: | 45 | Supervised self-directed learning |  | <b>Total</b> | <b>45</b> | <b>Special Topics</b><br>Will the course be offered with different topics?<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>If yes, different lettered courses may be taken for credit:<br><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, repeat(s) <input type="checkbox"/> Yes, no limit<br><i>Note: The specific topic will be recorded when offered.</i> |  |
| Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |                                   |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| Seminars/tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |                                   |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| Laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |                                   |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| Field experience hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |                                   |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| Experiential (practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |                                   |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| Online learning activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |                                   |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| Other contact hours:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 45        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |                                   |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| Supervised self-directed learning                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |                                   |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>45</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |                                   |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           | <b>Maximum enrolment (for information only):</b> 25                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |                                   |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           | <b>Expected frequency of course offerings (every semester, annually, every other year, etc.):</b> every semester                                                                                                                                                                                                                                                                                                                                                                                                                 |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |                                   |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Department / Program Head or Director:</b> Seonaigh MacPherson                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           | <b>Date approved:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |                                   |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Campus-Wide Consultation (CWC)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |           | <b>Date of posting:</b> February, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |                                   |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           | <b>Date approved:</b> May 23, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |                                   |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Dean/Associate VP:</b> Rosetta Khalideen                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           | <b>Date approved:</b> May 23, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |                                   |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |

[COURSE] ADED 470

University of the Fraser Valley Official Undergraduate Course Outline

Page 2 of 3

**Undergraduate Education Committee (UEC) approval**

**Date of meeting:**

## Learning Outcomes

Upon successful completion of this course, students will be able to:

- Negotiate a learning contract for a personal synthesis project directly related to student's specific field of practice
- Synthesize and apply concepts, philosophies and knowledge of the field in conducting a specific project
- Create a product (report, research paper, curriculum, consultant guide, etc.) summarizing and articulating their learning
- Self-assess their learning journey and its relationship to their practice to identify areas for future improvement

Specific objectives to be determined in individual Student Learning Contract.

## Prior Learning Assessment and Recognition (PLAR)

☐ Yes ☒ No, PLAR cannot be awarded for this course because the course represents a personal synthesis informed by the student's coursework in Adult Education, and must be supervised by a UFV faculty member.

**Typical Instructional Methods** (guest lecturers, presentations, online instruction, field trips, etc.; may vary at department's discretion)

To be determined by individual Student Learning Contract

**NOTE:** The following sections may vary by instructor. Please see course syllabus available from the instructor.

## Typical Text(s) and Resource Materials (if more space is required, download supplemental Texts and Resource Materials form)

| Author Surname, Initials | Title (article, book, journal, etc.)                     | Current Ed.              | Publisher | Year |
|--------------------------|----------------------------------------------------------|--------------------------|-----------|------|
| 1.                       | To be determined by individual Student Learning Contract | <input type="checkbox"/> |           |      |
| 2.                       |                                                          | <input type="checkbox"/> |           |      |
| 3.                       |                                                          | <input type="checkbox"/> |           |      |
| 4.                       |                                                          | <input type="checkbox"/> |           |      |
| 5.                       |                                                          | <input type="checkbox"/> |           |      |

## Required Additional Supplies and Materials (software, hardware, tools, specialized clothing, etc.)

Use this section for supplies and materials for all sections of this course.

## Typical Evaluation Methods and Weighting

|                |   |              |   |                   |   |            |    |
|----------------|---|--------------|---|-------------------|---|------------|----|
| Final exam:    | % | Assignments: | % | Midterm exam:     | % | Practicum: | %  |
| Quizzes/tests: | % | Lab work:    | % | Field experience: | % | Shop work: | %  |
| Other:         | % | Other:       | % | Other:            | % | Total:     | 0% |

## Details (if necessary):

To be determined by individual Student Learning Contract

Possible evaluation methods among others include:

- Weekly reports of progress
- Weekly learning journal entries submitted for feedback
- Submission of early drafts of documents/products for feedback
- Submission of interview protocols for review and feedback
- Submission of interview/data analysis for feedback
- Submission of analysis/reflection on feedback on product provided by peers/colleagues
- Presentation of results to an Adult Education class/group of peers in the workplace/etc
- Submission of final product for evaluation and/or publication
- Submission of reflective analysis of learning journey throughout course with implications for future professional development

**Grading system:** Letter Grades: ☐ Credit/No Credit: ☒ Labs to be scheduled independent of lecture hours: Yes ☐ No ☒

## Typical Course Content and Topics

To be determined by individual Student Learning Contract.

**For Administrative Use Only**

|                  |           |                    |           |
|------------------|-----------|--------------------|-----------|
| Department code: | CIP Code: | Course Level Code: | PDC Code: |
|------------------|-----------|--------------------|-----------|



ORIGINAL COURSE IMPLEMENTATION DATE: September 1994  
 REVISED COURSE IMPLEMENTATION DATE:  
 COURSE TO BE REVIEWED: (six years after UEC approval) March 2018  
 Course outline form version: 05/29/14

## OFFICIAL UNDERGRADUATE COURSE OUTLINE FORM

**Note:** The University reserves the right to amend course outlines as needed without notice.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|------------------------------|--|------------------|--|------------------------|--|--------------------------------------------|--|----------------------------|--|----------------------|----|--------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>Course Code and Number:</b> ADED 370                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |           | <b>Number of Credits:</b> 3 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Course Full Title:</b> Directed Studies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Course Short Title (if title exceeds 30 characters):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Faculty:</b> Faculty of Professional Studies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           | <b>Department (or program if no department):</b> Adult Education                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Calendar Description:</b><br>Course focus is on supervised, research and/or field-based activity for students to diversify their experience base or refine and deepen their understanding of selected areas in adult education. Emphasis is on an opportunity to integrate and apply theories and practices. Requires a learning contract.                                                                                                                                                                                                                                                                                              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Prerequisites (or NONE):</b> One of the following: (enrolment in an Adult Education program) or (30 university credits) or (permission of the Adult Education department).                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Pre/corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Equivalent Courses (cannot be taken for additional credit)</b><br>Former course code/number:<br>Cross-listed with:<br>Equivalent course(s):<br><i>Note: Equivalent course(s) should be included in the calendar description by way of a note that students with credit for the equivalent course(s) cannot take this course for further credit.</i>                                                                                                                                                                                                                                                                                     |           | <b>Transfer Credit</b><br>Transfer credit already exists: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>Transfer credit requested (OREg to submit to BCCAT):<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if yes, fill in transfer credit form)<br>Resubmit revised outline for articulation: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>To find out how this course transfers, see <a href="http://bctransferguide.ca">bctransferguide.ca</a> . |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Total Hours: 45</b><br><b>Typical structure of instructional hours:</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Lecture hours</td><td></td></tr> <tr><td>Seminars/tutorials/workshops</td><td></td></tr> <tr><td>Laboratory hours</td><td></td></tr> <tr><td>Field experience hours</td><td></td></tr> <tr><td>Experiential (practicum, internship, etc.)</td><td></td></tr> <tr><td>Online learning activities</td><td></td></tr> <tr><td>Other contact hours:</td><td style="text-align: right;">45</td></tr> <tr><td><b>Total</b></td><td style="text-align: right;"><b>45</b></td></tr> </table> |           | Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  | Seminars/tutorials/workshops |  | Laboratory hours |  | Field experience hours |  | Experiential (practicum, internship, etc.) |  | Online learning activities |  | Other contact hours: | 45 | <b>Total</b> | <b>45</b> | <b>Special Topics</b><br>Will the course be offered with different topics?<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>If yes, different lettered courses may be taken for credit:<br><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, repeat(s) <input type="checkbox"/> Yes, no limit<br><i>Note: The specific topic will be recorded when offered.</i> |  |
| Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| Seminars/tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| Laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| Field experience hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| Experiential (practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| Online learning activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| Other contact hours:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 45        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>45</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Department / Program Head or Director:</b> Seonaigh MacPherson                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |           | <b>Date approved:</b> February 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Campus-Wide Consultation (CWC)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           | <b>Date of posting:</b> February 14, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           | <b>Date approved:</b> May 23, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Dean/Associate VP:</b> Rosetta Khalideen                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |           | <b>Date approved:</b> May 23, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |           | <b>Date of meeting:</b> October 24, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |

**ADED 370**

**University of the Fraser Valley Official Undergraduate Course Outline**

**Page 2 of 2**

## Learning Outcomes

Upon successful completion of this course, students will be able to:

- Negotiate a learning contract for a research or field-based activity
- Conduct and reflect on the relevant activity
- Integrate and apply theories, concepts and best practices in their area of interest
- Create a product (report, research paper, curriculum, consultant guide, etc.) summarizing and articulating their learning

## Prior Learning Assessment and Recognition (PLAR)

☒ Yes    ☐ No, PLAR cannot be awarded for this course because

## Typical Instructional Methods (guest lecturers, presentations, online instruction, field trips, etc.; may vary at department's discretion)

To be determined on an individual basis.

**NOTE: The following sections may vary by instructor. Please see course syllabus available from the instructor.**

## Typical Text(s) and Resource Materials (if more space is required, download supplemental Texts and Resource Materials form)

| Author Surname, Initials | Title (article, book, journal, etc.)    | Current Ed.              | Publisher | Year |
|--------------------------|-----------------------------------------|--------------------------|-----------|------|
| 1.                       | To be determined on an individual basis | <input type="checkbox"/> |           |      |
| 2.                       |                                         | <input type="checkbox"/> |           |      |
| 3.                       |                                         | <input type="checkbox"/> |           |      |
| 4.                       |                                         | <input type="checkbox"/> |           |      |
| 5.                       |                                         | <input type="checkbox"/> |           |      |

## Required Additional Supplies and Materials (software, hardware, tools, specialized clothing, etc.)

## Typical Evaluation Methods and Weighting

|                |   |              |   |                   |   |            |    |
|----------------|---|--------------|---|-------------------|---|------------|----|
| Final exam:    | % | Assignments: | % | Midterm exam:     | % | Practicum: | %  |
| Quizzes/tests: | % | Lab work:    | % | Field experience: | % | Shop work: | %  |
| Other:         | % | Other:       | % | Other:            | % | Total:     | 0% |

### Details (if necessary):

To be determined on an individual basis

Possible evaluation methods among others include:

- Weekly reports of progress
- Weekly learning journal entries submitted for feedback
- Submission of early drafts of documents/products for feedback
- Submission of interview protocols for review and feedback
- Submission of interview/data analysis for feedback
- Submission of analysis/reflection on feedback on product provided by peers/colleagues
- Presentation of results to an Adult Education class/group of peers in the workplace/etc
- Submission of final product for evaluation and/or publication
- Submission of reflective analysis of learning journey throughout course

**Grading system:** Letter Grades: ☐ Credit/No Credit: ☒ Labs to be scheduled independent of lecture hours: Yes ☐ No ☒

## Typical Course Content and Topics

To be determined on an individual basis.



ORIGINAL COURSE IMPLEMENTATION DATE: October 1998  
 REVISED COURSE IMPLEMENTATION DATE:  
 COURSE TO BE REVIEWED: (six years after UEC approval) March 2018  
 Course outline form version: 05/29/14

## OFFICIAL UNDERGRADUATE COURSE OUTLINE FORM

**Note: The University reserves the right to amend course outlines as needed without notice.**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|------------------------------|--|------------------|--|------------------------|--|--------------------------------------------|--|----------------------------|--|----------------------|----|--------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>Course Code and Number:</b> ADED 470                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           | <b>Number of Credits:</b> 3 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Course Full Title:</b> Synthesis Project in Adult Education I                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Course Short Title (if title exceeds 30 characters):</b> Adult Educ Synthesis Proj I                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Faculty:</b> Faculty of Professional Studies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           | <b>Department (or program if no department):</b> Adult Education                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Calendar Description:</b><br>Course focus is on an opportunity for learners near completion to integrate concepts, philosophies, and knowledge of adult education through preparation of a major paper or other approved project. Requires an approved individual learning contract prior to registration.                                                                                                                                                                                                                                                                                                                                |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Prerequisites (or NONE):</b> One of the following: (enrolment in an Adult Education program) or (30 university credits) or (permission of the Adult Education department).                                                                                                                                                                                                                                                                                                                                                                                                                                                                |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Pre/corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Equivalent Courses (cannot be taken for additional credit)</b><br>Former course code/number:<br>Cross-listed with:<br>Equivalent course(s):<br><i>Note: Equivalent course(s) should be included in the calendar description by way of a note that students with credit for the equivalent course(s) cannot take this course for further credit.</i>                                                                                                                                                                                                                                                                                       |           | <b>Transfer Credit</b><br>Transfer credit already exists: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>Transfer credit requested (OREg to submit to BCCAT):<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if yes, fill in transfer credit form)<br>Resubmit revised outline for articulation: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>To find out how this course transfers, see <a href="http://bctransferguide.ca">bctransferguide.ca</a> . |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Total Hours: 45</b><br><b>Typical structure of instructional hours:</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Lecture hours</td><td></td></tr> <tr><td>Seminars/tutorials/workshops</td><td></td></tr> <tr><td>Laboratory hours</td><td></td></tr> <tr><td>Field experience hours</td><td></td></tr> <tr><td>Experiential (practicum, internship, etc.)</td><td></td></tr> <tr><td>Online learning activities</td><td></td></tr> <tr><td>Other contact hours:</td><td style="text-align: center;">45</td></tr> <tr><td><b>Total</b></td><td style="text-align: center;"><b>45</b></td></tr> </table> |           | Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  | Seminars/tutorials/workshops |  | Laboratory hours |  | Field experience hours |  | Experiential (practicum, internship, etc.) |  | Online learning activities |  | Other contact hours: | 45 | <b>Total</b> | <b>45</b> | <b>Special Topics</b><br>Will the course be offered with different topics?<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>If yes, different lettered courses may be taken for credit:<br><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, repeat(s) <input type="checkbox"/> Yes, no limit<br><i>Note: The specific topic will be recorded when offered.</i> |  |
| Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| Seminars/tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| Laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| Field experience hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| Experiential (practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| Online learning activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| Other contact hours:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 45        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>45</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           | <b>Maximum enrolment (for information only):</b> 25<br><b>Expected frequency of course offerings (every semester, annually, every other year, etc.):</b> annual                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Department / Program Head or Director:</b> Ian Hunt                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           | <b>Date approved:</b> February 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Campus-Wide Consultation (CWC)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |           | <b>Date of posting:</b> February 14, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           | <b>Date approved:</b> May 23, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Dean/Associate VP:</b> Rosetta Khalideen                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |           | <b>Date approved:</b> May 23, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           | <b>Date of meeting:</b> October 24, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |

**ADED 470**

**University of the Fraser Valley Official Undergraduate Course Outline**

**Page 2 of 2**

## Learning Outcomes

Upon successful completion of this course, students will be able to:

- Negotiate a learning contract for a personal synthesis project directly related to student's specific field of practice
- Synthesize and apply concepts, philosophies and knowledge of the field in conducting a specific project
- Create a product (report, research paper, curriculum, consultant guide, etc.) summarizing and articulating their learning
- Self-assess their learning journey and its relationship to their practice to identify areas for future improvement

Specific objectives to be determined in individual Student Learning Contract.

## Prior Learning Assessment and Recognition (PLAR)

☐ Yes ☒ No, PLAR cannot be awarded for this course because the course represents a personal synthesis informed by the student's coursework in Adult Education, and must be supervised by a UFV faculty member.

## Typical Instructional Methods (guest lecturers, presentations, online instruction, field trips, etc.; may vary at department's discretion)

To be determined by individual Student Learning Contract.

**NOTE: The following sections may vary by instructor. Please see course syllabus available from the instructor.**

## Typical Text(s) and Resource Materials (if more space is required, download supplemental Texts and Resource Materials form)

| Author Surname, Initials | Title (article, book, journal, etc.)                     | Current Ed.              | Publisher | Year |
|--------------------------|----------------------------------------------------------|--------------------------|-----------|------|
| 1.                       | To be determined by individual Student Learning Contract | <input type="checkbox"/> |           |      |
| 2.                       |                                                          | <input type="checkbox"/> |           |      |
| 3.                       |                                                          | <input type="checkbox"/> |           |      |
| 4.                       |                                                          | <input type="checkbox"/> |           |      |
| 5.                       |                                                          | <input type="checkbox"/> |           |      |

## Required Additional Supplies and Materials (software, hardware, tools, specialized clothing, etc.)

## Typical Evaluation Methods and Weighting

|                |   |              |   |                   |   |            |    |
|----------------|---|--------------|---|-------------------|---|------------|----|
| Final exam:    | % | Assignments: | % | Midterm exam:     | % | Practicum: | %  |
| Quizzes/tests: | % | Lab work:    | % | Field experience: | % | Shop work: | %  |
| Other:         | % | Other:       | % | Other:            | % | Total:     | 0% |

### Details (if necessary):

To be determined by individual Student Learning Contract.

Possible evaluation methods among others include:

- Weekly reports of progress
- Weekly learning journal entries submitted for feedback
- Submission of early drafts of documents/products for feedback
- Submission of interview protocols for review and feedback
- Submission of interview/data analysis for feedback
- Submission of analysis/reflection on feedback on product provided by peers/colleagues
- Presentation of results to an Adult Education class/group of peers in the workplace/etc
- Submission of final product for evaluation and/or publication
- Submission of reflective analysis of learning journey throughout course with implications for future professional development

**Grading system:** Letter Grades: ☒ Credit/No Credit: ☐ Labs to be scheduled independent of lecture hours: Yes ☐ No ☒

## Typical Course Content and Topics

To be determined by individual Student Learning Contract.



ORIGINAL COURSE IMPLEMENTATION DATE:

REVISED COURSE IMPLEMENTATION DATE:

COURSE TO BE REVIEWED: (six years after UEC approval) October 2020

Course outline form version: 11/22/13

## OFFICIAL UNDERGRADUATE COURSE OUTLINE FORM

Note: The University reserves the right to amend course outlines as needed without notice.

Course Code and Number: PACS 390

Number of Credits: 3 [Course credit policy \(105\)](#)

Course Full Title: Conflict Analysis and Peacebuilding Directed Study

Course Short Title: Conflict & Peace Directed Study

Faculty: Faculty of Social Sciences

Department (or program if no department): Peace and Conflict Studies

### Calendar Description:

This course is an intensive study of a particular aspect of the field of Peace and Conflict Studies. In consultation with the supervising professor, students will select a specific concept or case for examination.

**Prerequisites (or NONE):** 60 university-level credits including PACS 100, PACS 200, PACS 300, and GEOG 346 and (one of the following: HSER 120 or CMNS 180) and instructor's permission.

**Corequisites (if applicable, or NONE):**

**Pre/corequisites (if applicable, or NONE):**

### Equivalent Courses (cannot be taken for additional credit)

Former course code/number:

Cross-listed with:

Equivalent course(s):

*Note: Equivalent course(s) should be included in the calendar description by way of a note that students with credit for the equivalent course(s) cannot take this course for further credit.*

### Transfer Credit

Transfer credit already exists: ☐ Yes ☒ No

Transfer credit requested (OREg to submit to BCCAT):

☐ Yes ☒ No (Note: If yes, fill in transfer credit form)

Resubmit revised outline for articulation: ☐ Yes ☐ No

To find out how this course transfers, see [bctransferguide.ca](http://bctransferguide.ca).

**Total Hours: 60**

### Typical structure of instructional hours:

|                                            |           |
|--------------------------------------------|-----------|
| Lecture hours                              |           |
| Seminars/tutorials/workshops               | 40        |
| Laboratory hours                           |           |
| Field experience hours                     |           |
| Experiential (practicum, internship, etc.) |           |
| Online learning activities                 |           |
| Other contact hours: reading reports       | 20        |
| <b>Total</b>                               | <b>60</b> |

### Special Topics

Will the course be offered with different topics?

☐ Yes ☒ No

If yes,

Different lettered courses may be taken for credit:

☐ No ☐ Yes, repeat(s) ☐ Yes, no limit

*Note: The specific topic will be recorded when offered.*

**Maximum enrolment (for information only): 6**

**Expected frequency of course offerings**  
(every semester, annually, etc.): annually

Department / Program Head or Director: Dr. Steven Schroeder

Date approved:

Campus-Wide Consultation (CWC)

Date of posting: May 2, 2014

Faculty Council approval

Date approved:

Dean/Associate VP: Dr. Jacqueline Nolte

Date approved:

Undergraduate Education Committee (UEC) approval

Date of meeting: October 24, 2014

PACS 390

University of the Fraser Valley Official Undergraduate Course Outline

Page 2 of 2

## Learning Outcomes

Upon successful completion of this course, students will be able to:

- Identify in their directed study project the key components that engendered the conflict, and the most viable prospects for peace
- Identify the most effective peacebuilding methods to transform the conflict in the directed study
- Apply peacebuilding methodology to the analysis of specific real-life scenarios in the directed study
- Evaluate the effectiveness of these methods and suggest alternatives in relation to the specific aspects of the directed study
- Additional specific learning outcomes will be determined by the professor, depending on the content of the study

## Prior Learning Assessment and Recognition (PLAR)

☐ Yes ☒ No, PLAR cannot be awarded for this course because this course includes components that are unique to the PACS major at UFV.

## Typical Instructional Methods (guest lecturers, presentations, online instruction, field trips, etc.; may vary at department's discretion)

Delivery methods include: regular tutorials based on the assigned readings and a final presentation in which students will report on the respective readings.

**NOTE: The following sections may vary by instructor. Please see course syllabus available from the instructor.**

## Typical Text(s) and Resource Materials (if more space is required, download supplemental Texts and Resource Materials form)

|    | <u>Author Surname,<br/>Initials</u> | <u>Title (article, book, journal, etc.)</u>                     | <u>Current Edition</u>              | <u>Place of<br/>Publication</u> | <u>Year<br/>Published</u> |
|----|-------------------------------------|-----------------------------------------------------------------|-------------------------------------|---------------------------------|---------------------------|
| 1. | Sandole, D.,<br>Byrne, S.           | Handbook of Conflict Analysis and Resolution                    | <input checked="" type="checkbox"/> | New York                        | 2009                      |
| 2. | Lederach, J. P.                     | Building Peace: Sustainable Reconciliation in Divided Societies | <input checked="" type="checkbox"/> | Washington, D.C.                | 1997                      |
| 3. | Lederach, J. P.                     | Building Peace: Sustainable Reconciliation in Divided Societies | <input checked="" type="checkbox"/> | Pennsylvania                    | 2003                      |
| 4. | Philpott, D. and Powers, G.         | Strategies of Peace: Transforming Conflict in a Violent World   | <input checked="" type="checkbox"/> | Oxford                          | 2010                      |
| 5. | Barash, D. and Webel, C.            | Peace and Conflict Studies                                      | <input checked="" type="checkbox"/> | Los Angeles                     | 2009                      |

## Required Additional Supplies and Materials (Eg. Software, hardware, tools, specialized clothing)

## Typical Evaluation Methods and Weighting

|                |   |              |     |                      |     |            |      |
|----------------|---|--------------|-----|----------------------|-----|------------|------|
| Final exam:    | % | Assignments: | 60% | Midterm exam:        | %   | Practicum: | %    |
| Quizzes/tests: | % | Lab work:    | %   | Field experience:    | 0%  | Shop work: | %    |
| Other:         | % | Other:       | %   | Reading Presentation | 40% | Total:     | 100% |

**Grading system:** Letter Grades: ☒ Credit/No Credit: ☐ Labs to be scheduled independent of lecture hours: Yes ☐ No ☒

## Typical Course Content and Topics

Specific course content will be determined by the professor at the beginning of the course.

**Memo**

**To:** CWC; CAC; CACC; UEC; Dean, College of Arts

**From:** Glen Baier (Course Developer), Anastasia Anderson (Department Head)

**Date:** May 23<sup>rd</sup>, 2014

**Subject:** Proposal for a New Course – PHIL 425

If the course is a revision of an existing course, fill out A and c. If it is a new course, fill out B and C.

**B. New course:**

1. **Rationale for new course:** This course, in combination with Philosophy 426, takes the place of Philosophy 325. Philosophy 325 functioned as a course that covered topics in 20<sup>th</sup> century Analytic and Continental philosophy. Philosophy 325 served this dual purpose prior to the implementation of the Philosophy Major. With the Philosophy Major in place, the department needs to ensure that there are enough course offerings in core areas of the discipline. Philosophy 425 ensures that students have an opportunity to study 20<sup>th</sup> Century Continental philosophy in a more detailed and rigorous way than was available within the confines of Philosophy 325.
2. **How new course fits into program(s):** The course will satisfy upper-level requirements under the designation of Metaphysics and Epistemology.
3. **If a new discipline designation is required, explain why.** n/a

**C. Budget and Learning outcome Issues:**

1. **How does your course address the UFV Learning Outcomes?** The course provides students with access to the work of a number of highly influential philosophers. Knowledge of 20<sup>th</sup> Century Continental philosophy can be of particular value to students in a variety of disciplines given the impact this area has had on the world. In terms of institutional outcomes, the course is relevant to the pursuit of skills associated with internationalization. As well, the challenging nature of the material will help students hone their critical and reflective abilities.
2. **Is this course required by any program beyond the discipline? If so, how will this change affect that program or programs?** n/a
3. **What consideration has been given to indigenizing the curriculum?** There are trends in 20<sup>th</sup> century Continental philosophy that overlap with the concerns of indigenous scholars. In particular, some philosophers covered in Philosophy 425 have engaged in a thorough critique of the assumptions that have fueled the Western tradition. In this regard, it is possible to draw informative parallels between Continental philosophy and Indigenous philosophy.

- 4. If any of the following items on the OCO have changed, or this course is new, explain how the change will affect the budget for your area or any other area:**
  - a. Credit value: 3 – consistent with all other PHIL courses
  - b. Class size limit: 28 – consistent with all other PHIL courses
  - c. Frequency of offering: Every other year
  - d. Resources required (labs, equipment): No additional resources required
- 5. If this course is not eligible for PLAR, explain why.** n/a
- 6. Are field trips required for this course? Will the dates be announced in the timetable? How are the trips funded?** n/a
- 7. Please provide an estimate of the typical costs for this course, including textbooks and other materials.** Textbook costs may vary – reasonable estimate is between \$100 and \$180.

Comments at CWC:

As PHIL 425 and 426 are presented as new courses, will you be following up with the associated changes to your major & minor program requirements?

The cover memo for PHIL 425 indicates that students can use this course to satisfy the Metaphysics & Epistemology requirement of the PHIL major. The way the Academic Calendar has the program requirements laid out, I expect that your dept will want to have PHIL 425 added to this list.

The PHIL minor upper-level requirements are unusually laid out in the academic Calendar. My suggestion for this program is to use the same language as the PHIL extended minor, then your dept will not need to worry about submitting a program change with each new course –

I see that PHIL 325 is listed in the Academic Calendar. Is PHIL 425 meant to replace it? Will PHIL 325 no longer be offered? Does your dept plan on deleting PHIL 325 from the academic Calendar?

Department Response: PHIL 325 will be replaced by PHIL 425 and 426. We plan on deleting 325 from the Academic Calendar. The intention is for students to be able to use either 425 or 426 to satisfy what was previously satisfied by 325. Thank you for the suggestion for improvement to the way upper-level requirements are set out. I will look into it.



ORIGINAL COURSE IMPLEMENTATION DATE: May 2015  
 REVISED COURSE IMPLEMENTATION DATE:  
 COURSE TO BE REVIEWED: (six years after UEC approval) October 2020  
 Course outline form version: 11/22/13

## OFFICIAL UNDERGRADUATE COURSE OUTLINE FORM

**Note: The University reserves the right to amend course outlines as needed without notice.**

**Course Code and Number:** PHIL 425

**Number of Credits:** 3 [Course credit policy \(105\)](#)

**Course Full Title:** 20th Century Continental Philosophy  
**Course Short Title:** 20th Cent Continental Phil

**Faculty:** Faculty of Humanities

**Department (or program if no department):** Philosophy

### Calendar Description:

20th century Continental philosophy is the source of phenomenology, existentialism, post-structuralism, and postmodernism. All of these have been profoundly influential on the humanities and on society. Philosophers covered in this course may include Heidegger, Sartre, Arendt, Foucault, and Derrida.

**Note: Students with credit for PHIL 325 cannot take this course for further credit.**

**Prerequisites (or NONE):** 45 university-level credits including 6 credits of 100- or 200-level PHIL courses.

**Corequisites (if applicable, or NONE):** None

**Pre/corequisites (if applicable, or NONE):** None

### Equivalent Courses (cannot be taken for additional credit)

Former course code/number:

Cross-listed with:

Equivalent course(s): **PHIL 325**

*Note: Equivalent course(s) should be included in the calendar description by way of a note that students with credit for the equivalent course(s) cannot take this course for further credit.*

### Transfer Credit

Transfer credit already exists: ☐ Yes ☒ No

Transfer credit requested (OREg to submit to BCCAT):

☒ Yes ☐ No (Note: If yes, fill in transfer credit form)

Resubmit revised outline for articulation: ☐ Yes ☐ No

To find out how this course transfers, see [bctransferguide.ca](http://bctransferguide.ca).

**Total Hours:** 45

### Typical structure of instructional hours:

|                                            |           |
|--------------------------------------------|-----------|
| Lecture hours                              |           |
| Seminars/tutorials/workshops               | 45        |
| Laboratory hours                           |           |
| Field experience hours                     |           |
| Experiential (practicum, internship, etc.) |           |
| Online learning activities                 |           |
| Other contact hours:                       |           |
| <b>Total</b>                               | <b>45</b> |

### Special Topics

Will the course be offered with different topics?

☐ Yes ☒ No

If yes,

Different lettered courses may be taken for credit:

☐ No ☐ Yes, repeat(s) ☐ Yes, no limit

*Note: The specific topic will be recorded when offered.*

**Maximum enrolment (for information only):** 28

**Expected frequency of course offerings**  
 (every semester, annually, etc.): Every other year

**Department / Program Head or Director:** Anastasia Anderson

**Date approved:** March 6, 2014

**Campus-Wide Consultation (CWC)**

**Date of posting:** May 30, 2014

**Faculty Council approval**

**Date approved:** September 26, 2014

**Dean/Associate VP:** Jacqueline Nolte

**Date approved:** September 26, 2014

**Undergraduate Education Committee (UEC) approval**

**Date of meeting:** October 24, 2014

PHIL 425

University of the Fraser Valley Official Undergraduate Course Outline

Page 2 of 2

## Learning Outcomes

Upon successful completion of this course, students will be able to:

1. Demonstrate knowledge of the major themes and texts in 20th century Continental philosophy.
2. Explain the interrelationship of schools of thought in 20th century Continental philosophy.
3. Situate major texts in 20th Continental philosophy in the history of philosophy (examples may include Indigenous Philosophy, Philosophy of the Enlightenment).
4. Reflect critically in discussion and in writing on major texts in 20th Continental philosophy.

## Prior Learning Assessment and Recognition (PLAR)

☒ Yes      ☐ No, PLAR cannot be awarded for this course because

## Typical Instructional Methods (guest lecturers, presentations, online instruction, field trips, etc.; may vary at department's discretion)

Critical and comparative readings of selected texts in Continental philosophy. Methods may include any, or all of, lecture, classroom discussion, audio/visual presentations, and guest lecturers.

**NOTE: The following sections may vary by instructor. Please see course syllabus available from the instructor.**

## Typical Text(s) and Resource Materials (if more space is required, download supplemental Texts and Resource Materials form)

| <u>Author Surname,<br/>Initials</u> | <u>Title (article, book, journal, etc.)</u>                  | <u>Current Edition</u>   | <u>Publisher</u>        | <u>Year<br/>Published</u> |
|-------------------------------------|--------------------------------------------------------------|--------------------------|-------------------------|---------------------------|
| 1. Heidegger, M.                    | Being and Time                                               | <input type="checkbox"/> | SUNY Press              | 2010                      |
| 2. Sartre, J.P.                     | Being and Nothingness                                        | <input type="checkbox"/> | Washington Square Press | 1993                      |
| 3. Lewis, M. & Staehler, T.         | Phenomenology: An Introduction                               | <input type="checkbox"/> | Bloomsbury Academic     | 2011                      |
| 4. Mooney, T. & Moran, D.           | The Phenomenology Reader                                     | <input type="checkbox"/> | Routledge               | 2002                      |
| 5. Sedgwick, P.                     | Descartes to Derrida: An Introduction to European Philosophy | <input type="checkbox"/> | Wiley-Blackwell         | 2001                      |

## Required Additional Supplies and Materials (Eg. Software, hardware, tools, specialized clothing)

None

## Typical Evaluation Methods and Weighting

|                      |     |              |     |                   |   |            |      |
|----------------------|-----|--------------|-----|-------------------|---|------------|------|
| Final exam:          | %   | Assignments: | 80% | Midterm exam:     | % | Practicum: | %    |
| Quizzes/tests:       | %   | Lab work:    | %   | Field experience: | % | Shop work: | %    |
| Seminar Presentation | 20% | Other:       | %   | Other:            | % | Total:     | 100% |

Details (if necessary):

**Grading system:** Letter Grades: ☒ Credit/No Credit: ☐ Labs to be scheduled independent of lecture hours: Yes ☒ No ☐

## Typical Course Content and Topics

1. Overview of the course and its content.
2. Husserl and the phenomenological method.
3. Heidegger: Being and Time
4. Heidegger: Being and Time Continued
5. Sartre: Being and Nothingness
6. Merleau-Ponty: Phenomenology and Perception
7. Lacan and Structuralism
8. Althusser and Structuralism
9. Foucault: Archaeology of Knowledge
10. Derrida: Differance
11. Deleuze and Guatarri: Anti-Oedipus
12. Baudrillard and Lyotard
13. Horkheimer and Adorno: Dialectic of Enlightenment.

## Supplemental Texts and Resource Materials Form

For use with the Official Undergraduate Course Outline Form, if more space is required for the **Typical Text(s) and Resource Materials** field.

|     | <u>Author Surname,<br/>Initials</u> | <u>Title (article, book, journal, etc.)</u>            | <u>Current<br/>Edition</u> | <u>Publisher</u> | <u>Year<br/>Published</u> |
|-----|-------------------------------------|--------------------------------------------------------|----------------------------|------------------|---------------------------|
| 1.  | Baudrillard, J.                     | Simulations                                            | <input type="checkbox"/>   | Semiotext(e)     | 1983                      |
| 2.  | Solomon, R. &<br>Sherman, D.        | The Blackwell Guide to Continental<br>Philosophy       | <input type="checkbox"/>   | Wiley-Blackwell  | 2003                      |
| 3.  | Kearny R. &<br>Rainwater, M.        | The Continental Philosophy Reader                      | <input type="checkbox"/>   | Routledge        | 1996                      |
| 4.  | Cutrofello, A.                      | Continental Philosophy: A<br>Contemporary Introduction | <input type="checkbox"/>   | Routledge        | 2005                      |
| 5.  |                                     |                                                        | <input type="checkbox"/>   |                  |                           |
| 6.  |                                     |                                                        | <input type="checkbox"/>   |                  |                           |
| 7.  |                                     |                                                        | <input type="checkbox"/>   |                  |                           |
| 8.  |                                     |                                                        | <input type="checkbox"/>   |                  |                           |
| 9.  |                                     |                                                        | <input type="checkbox"/>   |                  |                           |
| 10. |                                     |                                                        | <input type="checkbox"/>   |                  |                           |
| 11. |                                     |                                                        | <input type="checkbox"/>   |                  |                           |
| 12. |                                     |                                                        | <input type="checkbox"/>   |                  |                           |
| 13. |                                     |                                                        | <input type="checkbox"/>   |                  |                           |
| 14. |                                     |                                                        | <input type="checkbox"/>   |                  |                           |
| 15. |                                     |                                                        | <input type="checkbox"/>   |                  |                           |
| 16. |                                     |                                                        | <input type="checkbox"/>   |                  |                           |
| 17. |                                     |                                                        | <input type="checkbox"/>   |                  |                           |
| 18. |                                     |                                                        | <input type="checkbox"/>   |                  |                           |
| 19. |                                     |                                                        | <input type="checkbox"/>   |                  |                           |
| 20. |                                     |                                                        | <input type="checkbox"/>   |                  |                           |
| 21. |                                     |                                                        | <input type="checkbox"/>   |                  |                           |
| 22. |                                     |                                                        | <input type="checkbox"/>   |                  |                           |
| 23. |                                     |                                                        | <input type="checkbox"/>   |                  |                           |
| 24. |                                     |                                                        | <input type="checkbox"/>   |                  |                           |
| 25. |                                     |                                                        | <input type="checkbox"/>   |                  |                           |
| 26. |                                     |                                                        | <input type="checkbox"/>   |                  |                           |
| 27. |                                     |                                                        | <input type="checkbox"/>   |                  |                           |
| 28. |                                     |                                                        | <input type="checkbox"/>   |                  |                           |
| 29. |                                     |                                                        | <input type="checkbox"/>   |                  |                           |
| 30. |                                     |                                                        | <input type="checkbox"/>   |                  |                           |

[PHIL 425]

University of the Fraser Valley Transfer Credit Request Form

## Transfer Credit Request Form

Please fill out this form if transfer credit should be requested.

| <u>Institution code</u> | <u>Full Institution name</u>                     | <u>Transfer credit exists</u> | <u>Request transfer credit</u>      |
|-------------------------|--------------------------------------------------|-------------------------------|-------------------------------------|
| AI                      | Art Institute of Vancouver                       | <input type="checkbox"/>      | <input type="checkbox"/>            |
| ASM                     | Ascenda School of Management                     | <input type="checkbox"/>      | <input type="checkbox"/>            |
| AU                      | Athabasca University                             | <input type="checkbox"/>      | <input type="checkbox"/>            |
| CAPU                    | Capilano University                              | <input type="checkbox"/>      | <input type="checkbox"/>            |
| CNC                     | College of New Caledonia                         | <input type="checkbox"/>      | <input type="checkbox"/>            |
| COTR                    | College of the Rockies                           | <input type="checkbox"/>      | <input type="checkbox"/>            |
| COLU                    | Columbia College                                 | <input type="checkbox"/>      | <input type="checkbox"/>            |
| EC                      | Emily Carr University of Art & Design            | <input type="checkbox"/>      | <input type="checkbox"/>            |
| FDU                     | Fairleigh Dickinson University                   | <input type="checkbox"/>      | <input type="checkbox"/>            |
| KWAN                    | Kwantlen Polytechnic University                  | <input type="checkbox"/>      | <input type="checkbox"/>            |
| NVIT                    | Nicola Valley Institute of Technology            | <input type="checkbox"/>      | <input type="checkbox"/>            |
| NIC                     | North Island College                             | <input type="checkbox"/>      | <input type="checkbox"/>            |
| NWCC                    | Northwest Community College                      | <input type="checkbox"/>      | <input type="checkbox"/>            |
| OC                      | Okanagan College                                 | <input type="checkbox"/>      | <input type="checkbox"/>            |
| SFU                     | Simon Fraser University                          | <input type="checkbox"/>      | <input type="checkbox"/>            |
| TRU                     | Thompson Rivers University                       | <input type="checkbox"/>      | <input checked="" type="checkbox"/> |
| TRU-OL                  | Thompson Rivers University, Open Learning        | <input type="checkbox"/>      | <input checked="" type="checkbox"/> |
| TWU                     | Trinity Western University                       | <input type="checkbox"/>      | <input type="checkbox"/>            |
| UBC                     | University of British Columbia- Vancouver Campus | <input type="checkbox"/>      | <input type="checkbox"/>            |
| UBCO                    | University of British Columbia- Okanagan Campus  | <input type="checkbox"/>      | <input type="checkbox"/>            |
| UCW                     | University Canada West                           | <input type="checkbox"/>      | <input type="checkbox"/>            |
| UNBC                    | University of Northern BC                        | <input type="checkbox"/>      | <input checked="" type="checkbox"/> |
| UVIC                    | University of Victoria                           | <input type="checkbox"/>      | <input type="checkbox"/>            |
| VIU                     | Vancouver Island University                      | <input type="checkbox"/>      | <input type="checkbox"/>            |

Please note that upper-level (300- and 400-level) courses can only be sent for transfer credit request to TRU, TRU-OL, UNBC, and ECU (fine arts courses only). Please see the following webpage for further information: <http://www.bccat.ca/cr/upper.cfm>.

For further information on identifying appropriate receiving institutions, please see the following webpage: [http://bccat.ca/info/handbook/pages/identifying-appropriate-receiving-institutions?in\\_handbook=241](http://bccat.ca/info/handbook/pages/identifying-appropriate-receiving-institutions?in_handbook=241)

**Memo**

**To:** CWC; CAC; CACC; UEC; Dean, College of Arts

**From:** Wayne Henry (Course Developer), Anastasia Anderson (Department Head)

**Date:** May 23<sup>rd</sup>, 2014

**Subject:** Proposal for a New Course – PHIL 426

If the course is a revision of an existing course, fill out A and c. If it is a new course, fill out B and C.

**B. New course:**

1. **Rationale for new course:** There is a lacuna in our program this course is intended to fill. Specifically, we offer critical courses that trace the historical development of the two predominant Western traditions in philosophy: Continental and Analytic. This course brings the Analytic cycle to completion by offering a course in contemporary work in this tradition.
2. **How new course fits into program(s):** It is the successor to PHIL352: History of Early Analytic Philosophy, which focuses on the origins of the tradition in the late 19<sup>th</sup> C and traces the development to, roughly, the middle of the 20<sup>th</sup> C. This course takes up the discussion from that point and up to the present time.
3. **If a new discipline designation is required, explain why.** n/a

**C. Budget and Learning outcome Issues:**

1. **How does your course address the UFV Learning Outcomes?** The course introduces students to the work of philosophers who have had, and continue to have, an enormous influence on contemporary thought. The course material is quite challenging and, thus, is certain to have a positive impact on the development of student's critical thinking skills but, also, thoughtful reflection, imagination, and historical understanding.
2. **Is this course required by any program beyond the discipline? If so, how will this change affect that program or programs?** n/a
3. **What consideration has been given to indigenizing the curriculum?** While there is no direct or obvious connection between the two traditions, it is possible to use the discussion of the Analytic tradition as a focal point for getting students to understand that there are distinct ways of knowing. In this regard, the contrast between the Analytic tradition and indigenous ways of knowing is itself instructive.  
The subject matter of the course is contemporary analytic philosophy and therefore there is no direct connection between the course content and Indigenous traditions.

4. **If any of the following items on the OCO have changed, or this course is new, explain how the change will affect the budget for your area or any other area:**
  - a. Credit value: 3 – consistent with all other PHIL courses
  - b. Class size limit: 28 – consistent with all other PHIL courses
  - c. Frequency of offering: Every other year
  - d. Resources required (labs, equipment): No additional resources required
5. **If this course is not eligible for PLAR, explain why.** n/a
6. **Are field trips required for this course? Will the dates be announced in the timetable? How are the trips funded?** n/a
7. **Please provide an estimate of the typical costs for this course, including textbooks and other materials.** The cost of textbooks should be the only cost in addition to tuition and should not exceed \$200 (and may be significantly less).

Comments at CWC:

Hello. I am about to reveal my profound ignorance of philosophy, but the course description for Phil 426 seems opaque to me. Perhaps students would feel the same? Could it be made simpler?

Department Response: *As this course is designed for fourth-year students, the department believes that the current course description is appropriate.*

As PHIL 425 and 426 are presented as new courses, will you be following up with the associated changes to your major & minor program requirements?

The cover memo for PHIL 425 indicates that students can use this course to satisfy the Metaphysics & Epistemology requirement of the PHIL major. The way the Academic Calendar has the program requirements laid out, I expect that your dept will want to have PHIL 425 added to this list.

The PHIL minor upper-level requirements are unusually laid out in the academic Calendar. My suggestion for this program is to use the same language as the PHIL extended minor, then your dept will not need to worry about submitting a program change with each new course –

I see that PHIL 325 is listed in the Academic Calendar. Is PHIL 425 meant to replace it? Will PHIL 325 no longer be offered? Does your dept plan on deleting PHIL 325 from the academic Calendar?

Department Response: *PHIL 325 will be replaced by PHIL 425 and 426. We plan on deleting 325 from the Academic Calendar. The intention is for students to be able to use either 425 or 426 to satisfy what was previously satisfied by 325. Thank you for the suggestion for improvement to the way upper-level requirements are set out. I will look into it.*



ORIGINAL COURSE IMPLEMENTATION DATE: May 2015  
 REVISED COURSE IMPLEMENTATION DATE:  
 COURSE TO BE REVIEWED: (six years after UEC approval) October 2020  
 Course outline form version: 11/22/13

## OFFICIAL UNDERGRADUATE COURSE OUTLINE FORM

**Note:** The University reserves the right to amend course outlines as needed without notice.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                     |  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|------------------------------|----|------------------|--|------------------------|--|--------------------------------------------|--|----------------------------|--|----------------------|--|--------------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>Course Code and Number:</b> PHIL 426                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           | <b>Number of Credits:</b> 3 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| <b>Course Full Title:</b> Contemporary Analytic Philosophy<br><b>Course Short Title:</b> Contemp Analytic Phil                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| <b>Faculty:</b> Faculty of Humanities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |           | <b>Department (or program if no department):</b> Philosophy                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| <b>Calendar Description:</b><br>How does philosophy of language connect to philosophy of mind? Quine's "Word and Object" is a seminal work in analytic philosophy which deals with this question, meaning nihilism, and all the themes that are Quine's legacy today. In addition to Quine, philosophers to be covered may include Davidson, Schiffer, Stich, Fodor, Boghossian, Burge, and Putnam.                                                                                                                                                                                  |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| <b>Note:</b> Students with credit for PHIL 325 cannot take this course for further credit.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| <b>Prerequisites (or NONE):</b> 45 university-level credits including 6 credits of 100- or 200-level PHIL courses.<br><b>Corequisites (if applicable, or NONE):</b> None<br><b>Pre/corequisites (if applicable, or NONE):</b> None                                                                                                                                                                                                                                                                                                                                                   |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| <b>Equivalent Courses (cannot be taken for additional credit)</b><br>Former course code/number:<br>Cross-listed with:<br>Equivalent course(s): <b>PHIL 325</b><br><i>Note: Equivalent course(s) should be included in the calendar description by way of a note that students with credit for the equivalent course(s) cannot take this course for further credit.</i>                                                                                                                                                                                                               |           | <b>Transfer Credit</b><br>Transfer credit already exists: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>Transfer credit requested (OREg to submit to BCCAT):<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (Note: If yes, fill in transfer credit form)<br>Resubmit revised outline for articulation: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>To find out how this course transfers, see <a href="http://bctransferguide.ca">bctransferguide.ca</a> . |  |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| <b>Total Hours: 45</b><br><b>Typical structure of instructional hours:</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Lecture hours</td><td></td></tr> <tr><td>Seminars/tutorials/workshops</td><td>45</td></tr> <tr><td>Laboratory hours</td><td></td></tr> <tr><td>Field experience hours</td><td></td></tr> <tr><td>Experiential (practicum, internship, etc.)</td><td></td></tr> <tr><td>Online learning activities</td><td></td></tr> <tr><td>Other contact hours:</td><td></td></tr> <tr><td><b>Total</b></td><td><b>45</b></td></tr> </table> |           | Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  | Seminars/tutorials/workshops | 45 | Laboratory hours |  | Field experience hours |  | Experiential (practicum, internship, etc.) |  | Online learning activities |  | Other contact hours: |  | <b>Total</b> | <b>45</b> | <b>Special Topics</b><br>Will the course be offered with different topics?<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>If yes,<br>Different lettered courses may be taken for credit:<br><input type="checkbox"/> No <input type="checkbox"/> Yes, repeat(s) <input type="checkbox"/> Yes, no limit<br><i>Note: The specific topic will be recorded when offered.</i> |  |
| Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| Seminars/tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 45        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| Laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| Field experience hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| Experiential (practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| Online learning activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| Other contact hours:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>45</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                     |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           | <b>Maximum enrolment (for information only):</b> 28<br><b>Expected frequency of course offerings</b><br>(every semester, annually, etc.): Every other year                                                                                                                                                                                                                                                                                                                                                                             |  |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| <b>Department / Program Head or Director:</b> Anastasia Anderson                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           | <b>Date approved:</b> March 6, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| <b>Campus-Wide Consultation (CWC)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |           | <b>Date of posting:</b> May 30, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           | <b>Date approved:</b> September 26, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| <b>Dean/Associate VP:</b> Jacqueline Nolte                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |           | <b>Date approved:</b> September 26, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           | <b>Date of meeting:</b> October 24, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                     |  |

PHIL 426

University of the Fraser Valley Official Undergraduate Course Outline

Page 2 of 2

## Learning Outcomes

Upon successful completion of this course, students will be able to:

1. Demonstrate a general knowledge of the major developments in analytic philosophy since about 1960.
2. Explain the methods and approaches employed by analytic philosophers.
3. Articulate the connections between major theories advanced by philosophers working in the analytic tradition.
4. Reflect critically in discussion and in writing on the fundamentals of recent analytic philosophy.

## Prior Learning Assessment and Recognition (PLAR)

☒ Yes ☐ No, PLAR cannot be awarded for this course because

## Typical Instructional Methods (guest lecturers, presentations, online instruction, field trips, etc.; may vary at department's discretion)

Critical and comparative readings of selected texts in analytic philosophy. Methods may include any, or all of, lecture, classroom discussion, audio/visual presentations and guest lecturers

**NOTE: The following sections may vary by instructor. Please see course syllabus available from the instructor.**

## Typical Text(s) and Resource Materials (if more space is required, download supplemental Texts and Resource Materials form)

| <u>Author Surname</u><br><u>Initials</u> | <u>Title (article, book, journal, etc.)</u>                                    | <u>Current Edition</u>   | <u>Publisher</u> | <u>Year Published</u> |
|------------------------------------------|--------------------------------------------------------------------------------|--------------------------|------------------|-----------------------|
| 1. Quine, W.V.O.                         | Word and Object                                                                | <input type="checkbox"/> | Cambridge        | 1960                  |
| 2. Hahn, L. E. & Schilp, P.A.            | The Philosophy of W.V.O. Quine: The Library of Living Philosophers, Vol. XVIII | <input type="checkbox"/> | La Salle         | 1986                  |
| 3. Davidson, D.                          | Inquiries into Truth and Interpretation                                        | <input type="checkbox"/> | Oxford           | 2001                  |
| 4. Fodor, J.                             | Concepts: Where Cognitive Science Went Wrong                                   | <input type="checkbox"/> | Oxford           | 1998                  |
| 5. Putnam, H.                            | Representation and Reality                                                     | <input type="checkbox"/> | Cambridge        | 1998                  |

## Required Additional Supplies and Materials (Eg. Software, hardware, tools, specialized clothing)

None

## Typical Evaluation Methods and Weighting

|                       |     |              |     |                   |     |            |      |
|-----------------------|-----|--------------|-----|-------------------|-----|------------|------|
| Final exam:           | 20% | Assignments: | 40% | Midterm exam:     | 20% | Practicum: | %    |
| Quizzes/tests:        | %   | Lab work:    | %   | Field experience: | %   | Shop work: | %    |
| Seminar Presentation: | 20% | Other:       | %   | Other:            | %   | Total:     | 100% |

Details (if necessary):

**Grading system:** Letter Grades: ☒ Credit/No Credit: ☐ Labs to be scheduled independent of lecture hours: Yes ☐ No ☒

## Typical Course Content and Topics

1. Overview of the course and its content
2. The historical context of Quine's work
3. Quine's "Word and Object" - Pt. I: Radical translation and meaning nihilism
4. Quine's "Word and Object" - Pt. II: The philosophy of language as philosophy of mind
5. Quine's "Word and Object" - Pt. III: Concluding remarks
6. Donald Davidson and meaning as extension
7. Theories of meaning
8. Theories of reference
9. Schiffer and the new meaning nihilism
10. Propositional attitudes
11. Semantic internalism versus semantic externalism
12. Fodor on concepts and meaning realism
13. Fodor continued

## Supplemental Texts and Resource Materials Form

For use with the Official Undergraduate Course Outline Form, if more space is required for the **Typical Text(s) and Resource Materials** field.

|     | <u>Author Surname,<br/>Initials</u> | <u>Title (article, book, journal, etc.)</u>                                       | <u>Current<br/>Edition</u> | <u>Place of Publication</u> | <u>Year<br/>Published</u> |
|-----|-------------------------------------|-----------------------------------------------------------------------------------|----------------------------|-----------------------------|---------------------------|
| 1.  | Fodor, J.                           | The Elm and the Expert                                                            | <input type="checkbox"/>   | Cambridge                   | 1994                      |
| 2.  | Schiffer, S.                        | Remnants of Meaning                                                               | <input type="checkbox"/>   | Cambridge                   | 1987                      |
| 3.  | Stich, S.                           | The Deconstruction of the Mind                                                    | <input type="checkbox"/>   | Oxford                      | 1996                      |
| 4.  | Wright, C.                          | 'Anti Realism & Revisionism'.<br>Reprinted in <i>Realism, Meaning &amp; Truth</i> | <input type="checkbox"/>   | Oxford                      | 1993                      |
| 5.  | Lycan, W.                           | Philosophy of Language: A<br>Contemporary Introduction                            | <input type="checkbox"/>   | London                      | 1999                      |
| 6.  |                                     |                                                                                   | <input type="checkbox"/>   |                             |                           |
| 7.  |                                     |                                                                                   | <input type="checkbox"/>   |                             |                           |
| 8.  |                                     |                                                                                   | <input type="checkbox"/>   |                             |                           |
| 9.  |                                     |                                                                                   | <input type="checkbox"/>   |                             |                           |
| 10. |                                     |                                                                                   | <input type="checkbox"/>   |                             |                           |
| 11. |                                     |                                                                                   | <input type="checkbox"/>   |                             |                           |
| 12. |                                     |                                                                                   | <input type="checkbox"/>   |                             |                           |
| 13. |                                     |                                                                                   | <input type="checkbox"/>   |                             |                           |
| 14. |                                     |                                                                                   | <input type="checkbox"/>   |                             |                           |
| 15. |                                     |                                                                                   | <input type="checkbox"/>   |                             |                           |
| 16. |                                     |                                                                                   | <input type="checkbox"/>   |                             |                           |
| 17. |                                     |                                                                                   | <input type="checkbox"/>   |                             |                           |
| 18. |                                     |                                                                                   | <input type="checkbox"/>   |                             |                           |
| 19. |                                     |                                                                                   | <input type="checkbox"/>   |                             |                           |
| 20. |                                     |                                                                                   | <input type="checkbox"/>   |                             |                           |
| 21. |                                     |                                                                                   | <input type="checkbox"/>   |                             |                           |
| 22. |                                     |                                                                                   | <input type="checkbox"/>   |                             |                           |
| 23. |                                     |                                                                                   | <input type="checkbox"/>   |                             |                           |
| 24. |                                     |                                                                                   | <input type="checkbox"/>   |                             |                           |
| 25. |                                     |                                                                                   | <input type="checkbox"/>   |                             |                           |
| 26. |                                     |                                                                                   | <input type="checkbox"/>   |                             |                           |
| 27. |                                     |                                                                                   | <input type="checkbox"/>   |                             |                           |
| 28. |                                     |                                                                                   | <input type="checkbox"/>   |                             |                           |
| 29. |                                     |                                                                                   | <input type="checkbox"/>   |                             |                           |
| 30. |                                     |                                                                                   | <input type="checkbox"/>   |                             |                           |

[PHIL 426]

University of the Fraser Valley Transfer Credit Request Form

## Transfer Credit Request Form

Please fill out this form if transfer credit should be requested.

| <u>Institution code</u> | <u>Full Institution name</u>                     | <u>Transfer credit exists</u> | <u>Request transfer credit</u>      |
|-------------------------|--------------------------------------------------|-------------------------------|-------------------------------------|
| AI                      | Art Institute of Vancouver                       | <input type="checkbox"/>      | <input type="checkbox"/>            |
| ASM                     | Ascenda School of Management                     | <input type="checkbox"/>      | <input type="checkbox"/>            |
| AU                      | Athabasca University                             | <input type="checkbox"/>      | <input type="checkbox"/>            |
| CAPU                    | Capilano University                              | <input type="checkbox"/>      | <input type="checkbox"/>            |
| CNC                     | College of New Caledonia                         | <input type="checkbox"/>      | <input type="checkbox"/>            |
| COTR                    | College of the Rockies                           | <input type="checkbox"/>      | <input type="checkbox"/>            |
| COLU                    | Columbia College                                 | <input type="checkbox"/>      | <input type="checkbox"/>            |
| EC                      | Emily Carr University of Art & Design            | <input type="checkbox"/>      | <input type="checkbox"/>            |
| FDU                     | Fairleigh Dickinson University                   | <input type="checkbox"/>      | <input type="checkbox"/>            |
| KWAN                    | Kwantlen Polytechnic University                  | <input type="checkbox"/>      | <input type="checkbox"/>            |
| NVIT                    | Nicola Valley Institute of Technology            | <input type="checkbox"/>      | <input type="checkbox"/>            |
| NIC                     | North Island College                             | <input type="checkbox"/>      | <input type="checkbox"/>            |
| NWCC                    | Northwest Community College                      | <input type="checkbox"/>      | <input type="checkbox"/>            |
| OC                      | Okanagan College                                 | <input type="checkbox"/>      | <input type="checkbox"/>            |
| SFU                     | Simon Fraser University                          | <input type="checkbox"/>      | <input type="checkbox"/>            |
| TRU                     | Thompson Rivers University                       | <input type="checkbox"/>      | <input checked="" type="checkbox"/> |
| TRU-OL                  | Thompson Rivers University, Open Learning        | <input type="checkbox"/>      | <input checked="" type="checkbox"/> |
| TWU                     | Trinity Western University                       | <input type="checkbox"/>      | <input type="checkbox"/>            |
| UBC                     | University of British Columbia- Vancouver Campus | <input type="checkbox"/>      | <input type="checkbox"/>            |
| UBCO                    | University of British Columbia- Okanagan Campus  | <input type="checkbox"/>      | <input type="checkbox"/>            |
| UCW                     | University Canada West                           | <input type="checkbox"/>      | <input type="checkbox"/>            |
| UNBC                    | University of Northern BC                        | <input type="checkbox"/>      | <input checked="" type="checkbox"/> |
| UVIC                    | University of Victoria                           | <input type="checkbox"/>      | <input type="checkbox"/>            |
| VIU                     | Vancouver Island University                      | <input type="checkbox"/>      | <input type="checkbox"/>            |

Please note that upper-level (300- and 400-level) courses can only be sent for transfer credit request to TRU, TRU-OL, UNBC, and ECU (fine arts courses only). Please see the following webpage for further information: <http://www.bccat.ca/cr/upper.cfm>.

For further information on identifying appropriate receiving institutions, please see the following webpage: [http://bccat.ca/info/handbook/pages/identifying-appropriate-receiving-institutions?in\\_handbook=241](http://bccat.ca/info/handbook/pages/identifying-appropriate-receiving-institutions?in_handbook=241)

# MEMO

To: Dr. Rosetta Khalideen, Dean, Faculty of Professional Studies  
Dr. Sylvie Murray, Program Development Coordinator  
Amanda Grimson, Undergraduate Education Committee Assistant

From: Dr. Kenneth D. Gariepy  
Department Head, Library & Information Technology (LibIT)

Date: June 11, 2014

Subject: Major change to LIBT 161 – Work Place Site Visits (Existing course)

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## **Proposed Changes and Rationale**

The Dept. proposes one substantive change to LIBT 161 – Work Place Site Visits. Changing the credit value from 1.5 to 3.0 is intended to better align the amount of time and work students commit to the course (70 hrs.) with the credit they receive for successfully completing it.

Other changes to the attached Official Course Outline are editorial. The “Typical Course Content and Topics” section has been rewritten to better reflect the types of institutions and services students study in the course.

## **Learning Outcomes Implications**

### **How does the course address the UFV Learning Outcomes?**

LIBT 161 introduces students to the types of workplaces they are most likely to be employed in upon graduation from the Diploma Program. As such, they have the opportunity to begin to understand what is expected of them as information workers operating in the context of specific standards of ethical practice, such as the Canadian Library Association’s statements on intellectual freedom, services to people with disabilities, and services to linguistic and ethnic minorities. In this way, they are introduced to ways of “engaging in respectful and professional practices” and “contributing regionally and globally” as a matter of meeting the informational needs of increasingly diverse populations.

### **What consideration has been given to indigenizing the curriculum?**

The Dept. works with organizations such as the Union of BC Indian Chiefs Resource Centre to offer site visits. Here, students have the opportunity to interact with library and information centre workers who manage collections and services for First Nations as well as to explore the types of materials (e.g., archival fonds) that are of value and importance to Aboriginal Peoples.

**Budget Implications**

**How will the changes affect the Department's budget?**

Over the last three years, LIBT 161 has an average enrollment of 34 domestic students, as shown in Table 1.

**Table 1.** Historical Enrollment Data for LIBT 161

| <u>Section</u> | <u>Total Enrollment</u> | <u>Maximum Enrollment</u> | <u>Utilization rate</u> |
|----------------|-------------------------|---------------------------|-------------------------|
| Winter 2012    | 33                      | 35                        | 94%                     |
| Winter 2013    | 35                      | 35                        | 100%                    |
| Winter 2014    | 34                      | 36                        | 94%                     |
| <b>Average</b> | <b>34</b>               |                           | <b>96%</b>              |

The current costs and revenues associated with running the course with a weight of 1.5 credits are shown in Table 2.

**Table 2. Current Costs of Running LIBT 161<sup>1</sup>**

|                                          |        |          |             |
|------------------------------------------|--------|----------|-------------|
| Domestic Tuition Rate (per credit):      |        | \$       | 134.00      |
| International Tuition Rate (per credit): |        | \$       | 489.95      |
| Number of Credits:                       |        |          | 1.5         |
| Instructional Cost per Section (A Rate)  |        | \$       | 7,492.36    |
| Workload Sections                        |        |          | 0.5         |
| Domestic Tuition Allocation Rate:        |        |          | 60%         |
| International Tuition Allocation Rate:   |        |          | 48%         |
|                                          |        |          |             |
| Scenario 1                               | Dom St | Int'l St |             |
|                                          | 34     | 0        |             |
| <b>Tuition Revenue</b>                   |        |          |             |
| Domestic Tuition Allocation:             | \$     | 4,100.40 |             |
| International Tuition Allocation:        |        | \$       | -           |
| Total Tuition Revenue                    |        |          | \$ 4,100.40 |
|                                          |        |          |             |
| <b>Instructional Cost</b>                |        |          | \$ 3,746.18 |
|                                          |        |          |             |
| <b>Net</b>                               |        |          | \$ 354.22   |

Based on the average enrollment, increasing the credit value of LIBT 161 from 1.5 to 3.0 will positively affect the Dept.'s budget by doubling the tuition revenue generated, which will offset the concurrent doubling of the cost of instruction. The budgetary effects of this scenario are shown in Table 3.

<sup>1</sup> The spreadsheets used in Tables 2 and 3 were provided by the Finance Dept.

**Table 3. Financial Implications of Running LIBT 161 as a 3.0 Credit Course**

|                                          |             |             |             |
|------------------------------------------|-------------|-------------|-------------|
| Domestic Tuition Rate (per credit):      |             | \$ 134.00   |             |
| International Tuition Rate (per credit): |             | \$ 489.95   |             |
| Number of Credits:                       |             | 3           |             |
| Instructional Cost per Section (A Rate)  |             | \$ 7,492.36 |             |
| Workload Sections                        |             | 1.0         |             |
| Domestic Tuition Allocation Rate:        |             | 60%         |             |
| International Tuition Allocation Rate:   |             | 48%         |             |
|                                          |             |             |             |
| Scenario 1                               | Dom St      | Int'l St    |             |
|                                          | 34          | 0           |             |
| <b>Tuition Revenue</b>                   |             |             |             |
| Domestic Tuition Allocation:             | \$ 8,200.80 |             |             |
| International Tuition Allocation:        |             | \$ -        |             |
| Total Tuition Revenue                    |             |             | \$ 8,200.80 |
|                                          |             |             |             |
| <b>Instuctional Cost</b>                 |             |             | \$ 7,492.36 |
|                                          |             |             |             |
| <b>Net</b>                               |             |             | \$ 708.44   |

### **Related Changes**

This change in credit value is proposed concurrently with changes to LIBT 265 – Work Place Site Visits, including changing its credit value from 1.5 to 3.0. At first glance, these changes would increase the minimum number of credits students are required to earn for the two-year Library & Information Technology Diploma by three. However, being committed to maintaining the minimum at 60, the Dept. also proposes to eliminate one three-credit academic requirement in the Program. These related changes are described under separate cover.

---

**From:** Amanda Grimson  
**Sent:** October-16-14 9:55 AM  
**To:** Kenneth Gariepy  
**Cc:** Tracy RyderGlass; Karen Power; Noreen Dragani; Christina Neigel; Jan Lashbrook Green; Abimbola Eke; Samantha Pattridge; Rhonda Colwell; Mark Brosinski; Rod McLeod; Darren Francis  
**Subject:** RE: LIBT items at UEC Screening Subcommittee

Hi Kenneth,

Thank you for sending these responses. I will place these on the UEC agenda for Oct. 24, and will include this message for further information to UEC. I am also including the Screening Subcommittee members on this message, in case they have additional responses.

Unfortunately, we can no longer offer the same flexibility with deadlines that has sometimes been possible in the past, in part due to the move to two calendars per year. These deadlines have been circulated in various ways in the past, but now are also available online at <http://www.ufv.ca/senate/uec/calendar-deadlines/>. Once courses have been approved, there is a certain amount of data entry required by OReg, and I have been told that after the deadlines have passed (in this case the September UEC meeting), changes can only be effective for the next available term (in this case May 2015, or September 2015 if you prefer). I have already had to tell other areas with courses at the same stage of approval that implementation for Winter 2015 will not be possible.

Regarding the prerequisites, policy 88 (<http://www.ufv.ca/media/assets/secretariat/policies/Change-in-Prerequisites-%2888%29.pdf>) sets out specific guidelines for prereq changes. Since these are being increased, notice must be given unless the department can satisfy UEC that the increase is necessary to "remove demonstrable difficulties with the existing prerequisites". If UEC does not approve early implementation of the prerequisites, we will need to state interim prereqs that include notice of the changes, as I indicated below.

Amanda

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**From:** Kenneth Gariepy  
**Sent:** October 15, 2014 5:02 PM  
**To:** Amanda Grimson  
**Cc:** Tracy RyderGlass; Karen Power; Noreen Dragani; Christina Neigel; Jan Lashbrook Green; Abimbola Eke  
**Subject:** RE: LIBT items at UEC Screening Subcommittee

Dear Amanda,  
Thanks for sending along the Subcommittee's feedback.

As I've indicated in the feedback below, it's very important that the changes be implemented in the upcoming Winter term. UEC has, in the past, expedited changes to these courses and we look again to members of the Committee to support the Dept.'s efforts in this regard. We hope this is possible, especially since Drs. Khalideen and Ryder Glass have approved them, they passed unanimously at Faculty Council, and there was only one comment received from CWC.

If I can be of additional assistance, please call or write to me.

Please forward this response as required.

Yours truly,

Kenneth Gariepy

**Dr. Kenneth D. Gariepy, PhD**

Assistant Professor & Department Head  
Library & Info. Technology | University of the Fraser Valley  
33844 King Rd., Office C-2456 | Abbotsford, BC V2S 7M8  
[kenneth.gariepy@ufv.ca](mailto:kenneth.gariepy@ufv.ca) | [www.ufv.ca/libtech/](http://www.ufv.ca/libtech/)  
Phone: 1-604-557-4042 | Toll free: 1-888-504-7441 Ext. 4042

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**From:** Amanda Grimson

**Sent:** October-06-14 1:52 PM

**To:** Kenneth Gariepy; Noreen Dragani

**Cc:** Abimbola Eke; Darren Francis; Mark Brosinski; Rhonda Colwell; Rod McLeod; Samantha Pattridge

**Subject:** LIBT items at UEC Screening Subcommittee

Hi Kenneth/Noreen,

The UEC Screening Subcommittee discussed these items this afternoon. Since these have already been to CWC, I believe they can be sent on to UEC once a few minor points have been addressed.

**General comment:**

- Mark Brosinski, the subcommittee's Senate Budget Committee representative, indicated that SBC will likely want to review the proposals due to the cross-faculty budget implications. Mark can provide additional information regarding submitting to SBC.

**Response:** Please see the attached report.

**LIBT 161:**

- Correction needed in Table 1, Winter 2014 (should be 94% rather than 100%).

**Response:** Corrected. Please see the attached revision.

- There was a concern about the credits being changed but not the number of hours, and that the hours seemed to be less than those required for practicum courses in other areas. UEC will likely want to see additional justification for this in the memos.

**Response:** LIBT 161 isn't a practicum course.

**LIBT 265:**

- This is on an old form, and will need to be transferred to the new form (attached).

**Response:** Done. Please see the attached revision.

- As with LIBT 161, there was a concern about the credits being changed but not the number of hours, and that the hours seemed to be less than those required for practicum courses in other areas.

**Response:** Other undergraduate programs offering practicum courses within the Faculty of Professional Studies, such as those in Social Work, Teacher Education, and Child, Youth, & Family Studies, are regulated by outside agencies and legislation. Library and information work is not regulated in Canada.

- Should the following statement in the memo be the other way around? “Help ensure that the number of possible practicum placements in the field is not greater than the number of students in the course.” (This statement appears twice.)

**Response:** The statement is carefully worded to emphasize that the changes to the course are, at least in part, a necessary response to the dwindling number of placements in the field.

- Suggestion to change “Capping Project” to “Capstone Project”, to be consistent with terminology already in use in other areas of the institution.

**Response:** The term Capping Project is used in schools of library and information science; however, the Dept. has made the change to be more consistent with other academic units at UFV.

- Prerequisites: The requirements of instructor’s permission and a CGPA may be labour-intensive for the department, and we want to be sure you are aware of this. (Darren will check into whether OReg can include a CGPA when prereqs are checked, but this may be something the department is responsible for checking.) 45 credits in the diploma program is also not something that can easily be checked by OReg (45 university-level credits can be checked for, but not courses within a particular program, since there is such a wide set of variables.)

**Response:** Thanks for considering our workload. OReg is already aware that the Dept. calculates students’ CGPA: Continuation in the Program requires a minimum of grade of 2.0 in every LIBT course and CGPA of 2.0 in every term.

- Since the prerequisites are being increased, notice must be given in the calendar. Unless you have a different way you would like this to be presented, this is what I suggest for interim prereqs:
  - o Pre or corequisites: LIBT 130, 135, 140, 145, 161, 200, 220, 240, and permission of the instructor. Note: As of January 2016, prerequisites will change to the following: 45 credits in the Library and Information Technology diploma program including LIBT 140, 145, 161, and 200, and permission of the instructor. Practicum students will require a minimum CGPA of 2.67. Pre or corequisites will change to the following: LIBT 130, 135, 220, and 240.

**Response:** The Dept. Assistant meets with every Diploma student briefly twice per year to assist them with course selection and registration. These meetings begin next week. Also, during LibiT Student Orientation in August, the Dept. announced to incoming students that the changes to

LIBT 161 and 265 are likely to take effect in the Winter 2015 term. For these reasons, as well as the fact that the changes are cost neutral for students in this relatively short program, the Dept. feels very strongly that the changes can be implemented seamlessly for students in the coming Winter 2015 term.

- Learning outcomes: It was suggested that #1 and #2 be combined to apply to both sets of students.

**Response:** Done.

- The methods given for the capstone project appear to be less rigorous than those for the practicum; the committee would like this to be clarified, particularly to avoid an appearance of inequity.

**Response:** With all due respect to members of the Subcommittee, the course outlines do not provide sufficient evidence for such a judgement. If necessary, the Dept. Head will provide copies of the syllabus, assignments, etc.

Have a great day,  
Amanda

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**From:** Abimbola Eke  
**Sent:** September-29-14 9:44 AM  
**To:** Amanda Grimson  
**Cc:** Kenneth Gariepy; Noreen Dragani  
**Subject:** Faculty Council Approval for LIBT 161, 265 & Diploma

Hello Amanda,

At the September 26, 2014 Professional Studies Faculty Council meeting, the attached changes to LIBT 161, LIBT 265 and LIBT Diploma were approved by Faculty Council.

Thank you,  
Abi

*Abimbola Eke*  
Administrative Assistant  
Professional Studies  
Phone: 604-504-7441 x.5123

# Library and Information Technology

## LibIT Students in Canadian Content Courses Report

Prepared by Noreen Dragani for Dr. Kenneth Gariepy

October 10, 2014

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This report is in support of the changes to LIBT 161: Work Place Site Visits and LIBT 265: Work Experience Practicum. It is in response to feedback provided by the UEC Screening Subcommittee and examines the impact of increasing the credit value of these two courses from 1.5 credits each to 3.0 credits each while dropping one of two Canadian content academic requirements.

The two Canadian content requirements are currently listed as:

1. Any university-level course with significant content in general or specific aspects of Canadian history, geography or culture including but not limited to courses in anthropology, geography, sociology, etc. chosen in consultation with program advisors.
2. Any university-level course with significant Canadian political, economic, legal, criminological or governmental content chosen in consultation with program advisors.

The courses at UFV which fulfill these requirements are:

1. ANTH 111, GEOG 130, GEOG 131, HIST 101, HIST 102, and HIST 105
2. CRIM 103, CRIM 210, CRIM 211, CRIM 212, CRIM 230, CRIM 250, CRIM 251, CRIM 252, ECON 215 (has 2 pre-requisites) and POSC 110

There are a few other upper-level courses which fulfill the requirements, but students taking them within the Diploma in Library & Information Technology Program are rare; therefore, only the courses listed above are included in this report.

LIBIT students often complete the above requirements prior to starting the Program. The requirements are either met by transfer credit or by taking courses in another program prior to applying to the Library and Information Technology Program. Over 3 semesters, the number of LIBIT students completing 1 or more of the above requirements in this manner are as follows.

| SEMESTER | STUDENTS | LIBIT STUDENTS IN SEMESTER | PERCENTAGE |
|----------|----------|----------------------------|------------|
| 2013 05  | 35       | 108                        | 32.40%     |
| 2013 09  | 61       | 163                        | 37.42%     |
| 2014 01  | 63       | 151                        | 41.72%     |

Over the 3 semesters, **37.18%** of students completed their requirements outside of the LibIT Diploma Program. With the demographic of a “typical” LibIT student being mature and either returning to work, changing careers, retraining, or furthering their education, we expect this trend of students who have already completed these requirements before entering the program to continue.

Based on three semesters, students who completed one or more of the requirements at UFV while a LibIT student are as follows.

| SEMESTER | COURSE   | SECTION | CRN   | # LIBIT | TOTAL     |
|----------|----------|---------|-------|---------|-----------|
| 2013 05  | ANTH 111 | ON1     | 50152 | 4       |           |
|          | CRIM 103 | AB1     | 50180 | 0       |           |
|          | CRIM 103 | ON1     | 50181 | 12      |           |
|          | CRIM 230 | AB1     | 50186 | 0       |           |
|          | CRIM 251 | AB1     | 50187 | 0       |           |
|          | GEOG 130 | ON1     | 50336 | 4       |           |
|          | HIST 101 | AB1     | 50340 | 4       |           |
|          | HIST 102 | ON1     | 50215 | 4       | <b>28</b> |
|          |          |         |       |         |           |
| 2013 09  | CRIM 103 | AB1     | 90433 | 0       |           |
|          | CRIM 103 | AB2     | 90434 | 0       |           |
|          | CRIM 103 | AB3     | 90435 | 0       |           |
|          | CRIM 103 | AB4     | 90436 | 0       |           |
|          | CRIM 103 | CH1     | 90437 | 1       |           |
|          | CRIM 103 | MI1     | 90438 | 0       |           |
|          | CRIM 103 | ON1     | 90439 | 10      |           |
|          | CRIM 210 | AB1     | 90449 | 0       |           |
|          | CRIM 210 | AB2     | 90450 | 0       |           |
|          | CRIM 230 | AB1     | 90452 | 0       |           |
|          | CRIM 250 | AB2     | 90455 | 0       |           |
|          | CRIM 251 | AB1     | 90456 | 0       |           |
|          | CRIM 251 | AB2     | 90457 | 0       |           |
|          | CRIM 252 | MI1     | 90458 | 0       |           |
|          | GEOG 130 | AB1     | 90712 | 0       |           |
|          | GEOG 130 | AB2     | 90713 | 0       |           |
|          | GEOG 130 | ON1     | 90714 | 6       |           |
|          | GEOG 131 | CH1     | 90715 | 0       |           |
|          | HIST 101 | AB1     | 90750 | 1       |           |
|          | HIST 101 | AB2     | 90751 | 0       |           |
|          | HIST 101 | AB3     | 90752 | 0       |           |
|          | HIST 101 | AB4     | 90753 | 2       |           |
|          | HIST 101 | CH1     | 90754 | 0       |           |
|          | HIST 102 | AB1     | 90755 | 0       |           |

|               |          |     |       |   |           |
|---------------|----------|-----|-------|---|-----------|
|               | HIST 102 | AB2 | 90756 | 1 |           |
|               | HIST 105 | ON1 | 90758 | 2 |           |
|               | POSC 110 | AB1 | 91030 | 0 |           |
|               | POSC 110 | AB2 | 91031 | 0 | <b>23</b> |
|               |          |     |       |   |           |
| 2014 01       | ANTH 111 | ON1 | 10040 | 0 |           |
|               | CRIM 103 | AB1 | 10391 | 0 |           |
|               | CRIM 103 | AB2 | 10392 | 1 |           |
|               | CRIM 210 | MI1 | 10408 | 0 |           |
|               | CRIM 211 | AB1 | 10409 | 0 |           |
|               | CRIM 212 | AB1 | 10410 | 0 |           |
|               | GEOG 130 | CH1 | 10690 | 0 |           |
|               | GEOG 130 | ON1 | 10691 | 1 |           |
|               | GEOG 131 | AB1 | 10692 | 1 |           |
|               | HIST 101 | AB1 | 10725 | 0 |           |
|               | HIST 101 | AB2 | 10726 | 0 |           |
|               | HIST 102 | AB1 | 10717 | 1 |           |
|               | HIST 102 | AB3 | 10729 | 1 |           |
|               | HIST 102 | CH1 | 10730 | 0 |           |
|               | HIST 102 | ON1 | 10731 | 0 |           |
|               | POSC 110 | AB1 | 10983 | 4 |           |
|               | POSC 110 | AB2 | 10984 | 0 | <b>9</b>  |
|               |          |     |       |   |           |
| <b>TOTAL:</b> |          |     |       |   | <b>60</b> |

Based on the data above and since we are proposing to combine the 2 requirements and only eliminate one 3 credit course from the academic requirements, only **30 spaces** in courses over 3 semesters would be affected, or an average of **10 spaces per semester**. These spaces will no doubt be filled by other students, including those on wait lists.

To break this down further again using 3 semesters of data, the following chart indicates how eliminating one Canadian content course requirement at UFV would affect the departments who offer these courses to our students.

| SEMESTER                  | COURSE   | SECTION | CRN   | # LIBIT | TOTAL    | NET SPACES |
|---------------------------|----------|---------|-------|---------|----------|------------|
| 2013 05                   | ANTH 111 | ON1     | 50152 | 4       |          |            |
| 2014 01                   | ANTH 111 | ON1     | 10040 | 0       |          | 0          |
| <b>TOTAL ANTHROPOLOGY</b> |          |         |       |         | <b>4</b> | <b>2</b>   |
|                           |          |         |       |         |          |            |
| 2013 05                   | CRIM 103 | AB1     | 50180 | 0       |          |            |
|                           | CRIM 103 | ON1     | 50181 | 12      |          |            |
|                           | CRIM 230 | AB1     | 50186 | 0       |          |            |

|                          |          |     |       |    |           |           |
|--------------------------|----------|-----|-------|----|-----------|-----------|
|                          | CRIM 251 | AB1 | 50187 | 0  |           |           |
| 2013 09                  | CRIM 103 | AB1 | 90433 | 0  |           |           |
|                          | CRIM 103 | AB2 | 90434 | 0  |           |           |
|                          | CRIM 103 | AB3 | 90435 | 0  |           |           |
|                          | CRIM 103 | AB4 | 90436 | 0  |           |           |
|                          | CRIM 103 | CH1 | 90437 | 1  |           |           |
|                          | CRIM 103 | MI1 | 90438 | 0  |           |           |
|                          | CRIM 103 | ON1 | 90439 | 10 |           |           |
|                          | CRIM 210 | AB1 | 90449 | 0  |           |           |
|                          | CRIM 210 | AB2 | 90450 | 0  |           |           |
|                          | CRIM 230 | AB1 | 90452 | 0  |           |           |
|                          | CRIM 250 | AB2 | 90455 | 0  |           |           |
|                          | CRIM 251 | AB1 | 90456 | 0  |           |           |
|                          | CRIM 251 | AB2 | 90457 | 0  |           |           |
|                          | CRIM 252 | MI1 | 90458 | 0  |           |           |
| 2014 01                  | CRIM 103 | AB1 | 10391 | 0  |           |           |
|                          | CRIM 103 | AB2 | 10392 | 1  |           |           |
|                          | CRIM 210 | MI1 | 10408 | 0  |           |           |
|                          | CRIM 211 | AB1 | 10409 | 0  |           |           |
|                          | CRIM 212 | AB1 | 10410 | 0  |           |           |
| <b>TOTAL CRIMINOLOGY</b> |          |     |       |    | <b>24</b> | <b>12</b> |
|                          |          |     |       |    |           |           |
| 2013 05                  | GEOG 130 | ON1 | 50336 | 4  |           |           |
| 2013 09                  | GEOG 130 | AB1 | 90712 | 0  |           |           |
|                          | GEOG 130 | AB2 | 90713 | 0  |           |           |
|                          | GEOG 130 | ON1 | 90714 | 6  |           |           |
|                          | GEOG 131 | CH1 | 90715 | 0  |           |           |
| 2014 01                  | GEOG 130 | CH1 | 10690 | 0  |           |           |
|                          | GEOG 130 | ON1 | 10691 | 1  |           |           |
|                          | GEOG 131 | AB1 | 10692 | 1  |           |           |
| <b>TOTAL GEOGRAPHY</b>   |          |     |       |    | <b>12</b> | <b>6</b>  |
|                          |          |     |       |    |           |           |
| 2013 05                  | HIST 101 | AB1 | 50340 | 4  |           |           |
|                          | HIST 102 | ON1 | 50215 | 4  |           |           |
| 2013 09                  | HIST 101 | AB1 | 90750 | 1  |           |           |
|                          | HIST 101 | AB2 | 90751 | 0  |           |           |
|                          | HIST 101 | AB3 | 90752 | 0  |           |           |
|                          | HIST 101 | AB4 | 90753 | 2  |           |           |
|                          | HIST 101 | CH1 | 90754 | 0  |           |           |
|                          | HIST 102 | AB1 | 90755 | 0  |           |           |
|                          | HIST 102 | AB2 | 90756 | 1  |           |           |

|                                |          |     |       |   |           |          |
|--------------------------------|----------|-----|-------|---|-----------|----------|
|                                | HIST 105 | ON1 | 90758 | 2 |           |          |
| 2014 01                        | HIST 101 | AB1 | 10725 | 0 |           |          |
|                                | HIST 101 | AB2 | 10726 | 0 |           |          |
|                                | HIST 102 | AB1 | 10717 | 1 |           |          |
|                                | HIST 102 | AB3 | 10729 | 1 |           |          |
|                                | HIST 102 | CH1 | 10730 | 0 |           |          |
|                                | HIST 102 | ON1 | 10731 | 0 |           |          |
| <b>TOTAL HISTORY</b>           |          |     |       |   | <b>16</b> | <b>8</b> |
|                                |          |     |       |   |           |          |
| 2013 09                        | POSC 110 | AB1 | 91030 | 0 |           |          |
|                                | POSC 110 | AB2 | 91031 | 0 |           |          |
| 2014 01                        | POSC 110 | AB1 | 10983 | 4 |           |          |
|                                | POSC 110 | AB2 | 10984 | 0 |           |          |
| <b>TOTAL POLITICAL SCIENCE</b> |          |     |       |   | <b>4</b>  | <b>2</b> |

In terms of revenue, by changing the credits for LIBT 161 and LIBT 265 to 3.0, 130 to 150 students in the LibIT Diploma Program would complete 3 more credits of LIBT courses. All LibIT students would be required to complete these credits and would do so here at UFV.

As the data shows, in departments offering the Canadian content required courses, the impact of the loss of LibiT students would be minimal. Moreover, the benefit of students taking an additional course here at UFV would be beneficial to both the Library and Information Technology Department and UFV in general.



ORIGINAL COURSE IMPLEMENTATION DATE: September 1996  
 REVISED COURSE IMPLEMENTATION DATE: May 2015  
 COURSE TO BE REVIEWED: (six years after UEC approval) October 2020  
 Course outline form version: 05/29/14

## OFFICIAL UNDERGRADUATE COURSE OUTLINE FORM

Note: The University reserves the right to amend course outlines as needed without notice.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                       |  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|------------------------------|--|------------------|--|------------------------|----|--------------------------------------------|--|----------------------------|--|----------------------|--|--------------|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Course Code and Number: LIBT 161                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |           | Number of Credits: 3 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                       |  |
| Course Full Title: Work Place Site Visits                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                       |  |
| Course Short Title (if title exceeds 30 characters):                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                       |  |
| Faculty: Faculty of Professional Studies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           | Department (or program if no department): Library and Information Technology                                                                                                                                                                                                                                                                                                                                                                                                                                          |    |                              |  |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                       |  |
| <b>Calendar Description:</b><br>This course provides an opportunity for students to briefly tour a variety of libraries and/or records management departments, archives, and other information centres. Site visits are intended to give students the widest possible exposure to the practical aspects of paraprofessional work in these institutions in order to help them identify possible sites of interest for practicum placement.                                                                                                                                                                                                                                                                           |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                       |  |
| Note: Students with credit for LIBT 160 cannot take this course for further credit.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                       |  |
| Prerequisites (or NONE): Admission to the Library and Information Technology diploma program                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                       |  |
| Corequisites (if applicable, or NONE): NONE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                       |  |
| Pre/corequisites (if applicable, or NONE): NONE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                       |  |
| <b>Equivalent Courses (cannot be taken for additional credit)</b><br>Former course code/number: LIBT 160<br>Cross-listed with:<br>Equivalent course(s):<br><i>Note: Equivalent course(s) should be included in the calendar description by way of a note that students with credit for the equivalent course(s) cannot take this course for further credit.</i>                                                                                                                                                                                                                                                                                                                                                     |           | <b>Transfer Credit</b><br>Transfer credit already exists: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>Transfer credit requested (OReg to submit to BCCAT):<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if yes, fill in transfer credit form)<br>Resubmit revised outline for articulation: <input type="checkbox"/> Yes <input type="checkbox"/> No<br>To find out how this course transfers, see <a href="http://bctransferguide.ca">bctransferguide.ca</a> . |    |                              |  |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                       |  |
| <b>Total Hours: 70</b><br><b>Typical structure of instructional hours:</b> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr><td>Lecture hours</td><td style="text-align: right;">10</td></tr> <tr><td>Seminars/tutorials/workshops</td><td></td></tr> <tr><td>Laboratory hours</td><td></td></tr> <tr><td>Field experience hours</td><td style="text-align: right;">60</td></tr> <tr><td>Experiential (practicum, internship, etc.)</td><td></td></tr> <tr><td>Online learning activities</td><td></td></tr> <tr><td>Other contact hours:</td><td></td></tr> <tr><td style="text-align: right;"><b>Total</b></td><td style="text-align: right;"><b>70</b></td></tr> </table> |           | Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 10 | Seminars/tutorials/workshops |  | Laboratory hours |  | Field experience hours | 60 | Experiential (practicum, internship, etc.) |  | Online learning activities |  | Other contact hours: |  | <b>Total</b> | <b>70</b> | <b>Special Topics</b><br>Will the course be offered with different topics?<br><input type="checkbox"/> Yes <input type="checkbox"/> No<br>If yes, different lettered courses may be taken for credit:<br><input type="checkbox"/> No <input type="checkbox"/> Yes, repeat(s) <input type="checkbox"/> Yes, no limit<br><i>Note: The specific topic will be recorded when offered.</i> |  |
| Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 10        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                       |  |
| Seminars/tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                       |  |
| Laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                       |  |
| Field experience hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 60        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                       |  |
| Experiential (practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                       |  |
| Online learning activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                       |  |
| Other contact hours:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                       |  |
| <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>70</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                       |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           | <b>Maximum enrolment (for information only): 36</b><br><b>Expected frequency of course offerings (every semester, annually, every other year, etc.): Annually</b>                                                                                                                                                                                                                                                                                                                                                     |    |                              |  |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                       |  |
| Department / Program Head or Director: Dr. Kenneth D. Garipey                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           | Date approved: July 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |    |                              |  |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                       |  |
| Campus-Wide Consultation (CWC)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           | Date of posting: July 11, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |    |                              |  |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                       |  |
| Faculty Council approval                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           | Date approved: September 26, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |    |                              |  |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                       |  |
| Dean/Associate VP: Dr. Rosetta Khalideen                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           | Date approved: September 26, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |    |                              |  |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                       |  |
| Undergraduate Education Committee (UEC) approval                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |           | Date of meeting: October 24, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |    |                              |  |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                       |  |

**LIBT 165**

**University of the Fraser Valley Official Undergraduate Course Outline**

**Page 2 of 2**

## Learning Outcomes

Upon successful completion of this course, students will be able to:

1. Describe the personnel, customers, collections, services, and procedures in local libraries, information centres, records management departments, and archives.
2. Describe the operations and procedures used by these institutions to meet customers' needs and particular situations.
3. Discuss the variety of tasks that paraprofessional workers in these institutions perform in core business areas such as circulation, references services, technical services, programming, etc.
4. Identify possible types of institutions where they might be interested in completing a practicum placement.

## Prior Learning Assessment and Recognition (PLAR)

☒ Yes      ☐ No, PLAR cannot be awarded for this course because

## Typical Instructional Methods (guest lecturers, presentations, online instruction, field trips, etc.; may vary at department's discretion)

Field trips, on-site lectures, and guest lectures.

**NOTE: The following sections may vary by instructor. Please see course syllabus available from the instructor.**

## Typical Text(s) and Resource Materials (if more space is required, download supplemental Texts and Resource Materials form)

| Author Surname, Initials | Title (article, book, journal, etc.) | Current Ed.              | Publisher | Year |
|--------------------------|--------------------------------------|--------------------------|-----------|------|
| 1.                       |                                      | <input type="checkbox"/> |           |      |
| 2.                       |                                      | <input type="checkbox"/> |           |      |
| 3.                       |                                      | <input type="checkbox"/> |           |      |
| 4.                       |                                      | <input type="checkbox"/> |           |      |
| 5.                       |                                      | <input type="checkbox"/> |           |      |

## Required Additional Supplies and Materials (software, hardware, tools, specialized clothing, etc.)

None.

## Typical Evaluation Methods and Weighting

|                |   |              |      |                   |   |            |    |
|----------------|---|--------------|------|-------------------|---|------------|----|
| Final exam:    | % | Assignments: | 100% | Midterm exam:     | % | Practicum: | %  |
| Quizzes/tests: | % | Lab work:    | %    | Field experience: | % | Shop work: | %  |
| Other:         | % | Other:       | %    | Other:            | % | Total:     | 0% |

**Details (if necessary):** Credit / No Credit based on: Attendance at site visits and the completion of post-visit reports.

**Grading system:** Letter Grades: ☐ Credit/No Credit: ☒ Labs to be scheduled independent of lecture hours: Yes ☐ No ☐

## Typical Course Content and Topics

### Types of Institutions Visited

- Academic libraries
- Public libraries
- Government libraries
- Records management departments
- Special collections
- Archival collections

### Types of Customer Services Observed

- Information services
- Technical services
- Children's services

# MEMO

To: Dr. Rosetta Khalideen, Dean, Faculty of Professional Studies  
Dr. Sylvie Murray, Program Development Coordinator  
Amanda Grimson, Undergraduate Education Committee Assistant

From: Dr. Kenneth D. Gariepy  
Department Head, Library & Information Technology (LibIT)

Date: June 11, 2014

Subject: Major changes to LIBT 265 – Work Experience Practicum (Existing course)

\*\*\*\*\*

## Rationale for Substantive Changes

The proposed changes to LIBT 265 are intended to

1. better align the amount of work students complete in the course (76 hrs.) with the credit they receive for it;
2. increase the opportunity for employed students to apply for PLAR or to complete a different for-credit activity within the course that is not an unpaid practicum;
3. increase the opportunity for students who are not able to successfully obtain a criminal records check to successfully complete the course;
4. more effectively assess students' learning against nationally recognized learning outcomes in undergraduate library and information science education; and
5. help ensure that the number of possible practicum placements is not greater than the number of students in the course at any given time.

**Table 1. Summary of Substantive Changes**

| <u>Change</u>                                     | <u>Rationale</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|---------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. New course title                               | Provides two possible completion paths (i.e., practicum or Capping Project)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 2. Increase in credit value from 1.5 to 3.0       | Aligns the amount of work required to complete the course with the credit value                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 3. Changes to prerequisites                       | <p><b>45 credits in the Diploma Program and LIBT 140, 145, 161, and 200</b> (previously pre- or co-requisites)</p> <p><b>Note:</b> These courses have no prerequisites.</p> <p>Ensures students in the course are at the end of the two-year Diploma Program and therefore best prepared to succeed in practicums and Capping Projects.</p> <p><b>Minimum CGPA of 2.67 for practicum</b></p> <p>Helps ensure that the number of possible practicum placements in the field is not greater than the number of students in the course. Precedent: CRIM 281.</p> |
| 4. Addition of industry-related learning outcomes | Aligns outcomes of the Canadian Library Association's (CLA) (2011) <a href="#">Guidelines for the Education of Library Technicians</a> , upon which the curriculum of the Library & Info. Technology Diploma Program is based, explicitly with student learning and assessment                                                                                                                                                                                                                                                                                |
| 5. PLAR                                           | Encourages students who are employed in the field to leverage their work experience for credit                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

### Learning Outcomes Implications

#### How does your course address the UFV Learning Outcomes?

By successfully completing LIBT 265, whether through a PLAR assessment, Capping Project, or practicum, students have the opportunity to demonstrate to themselves and potential employers their ability to use information industry-related knowledge and skills proficiently. By completing an ePortfolio as part of a Capping Project, for example, students develop a tool that showcases their best work across the Program in relation to the minimum competencies set out by the CLA. This multi-media assignment is an effective supplement to the traditional resume, thereby supporting students' search for meaningful employment following graduation.

#### What consideration has been given to indigenizing the curriculum?

The Dept. works with organizations such as the Union of BC Indian Chiefs (UBCIC) Resource Centre to offer practicum placements to students interested in working with First Nations collections and customers. This year, four LibIT students completed a total of 280 hrs. of practicum work for the UBCIC.

### Budget Implications

#### How will the changes affect the Department's budget?

Over the last three years, LIBT 265 has an average enrollment of 32 domestic students, as shown in Table 1.

**Table 1. Historical Enrollment Data for LIBT 265**

| <u>Section</u> | <u>Enrollment</u> | <u>Maximum Enrollment</u> | <u>Utilization rate</u> |
|----------------|-------------------|---------------------------|-------------------------|
| Winter 2012    | 26                | 35                        | 74%                     |
| Winter 2013    | 34                | 35                        | 97%                     |
| Winter 2014    | 36                | 36                        | 100%                    |
| <b>Average</b> | <b>32</b>         |                           | <b>90%</b>              |

The current costs and revenues associated with running the course with a weight of 1.5 credits are shown in Table 2.

**Table 2. Current Costs of Running LIBT 265<sup>1</sup>**

|                                          |        |          |                  |
|------------------------------------------|--------|----------|------------------|
| Domestic Tuition Rate (per credit):      |        | \$       | 134.00           |
| International Tuition Rate (per credit): |        | \$       | 489.95           |
| Number of Credits:                       |        |          | 1.5              |
| Instructional Cost per Section (A Rate)  |        | \$       | 7,492.36         |
| Workload Sections                        |        |          | 0.5              |
| Domestic Tuition Allocation Rate:        |        |          | 60%              |
| International Tuition Allocation Rate:   |        |          | 48%              |
| Scenario 1                               | Dom St | Int'l St |                  |
|                                          | 32     | 0        |                  |
| <b>Tuition Revenue</b>                   |        |          |                  |
| Domestic Tuition Allocation:             | \$     | 3,859.20 |                  |
| International Tuition Allocation:        |        | \$       | -                |
| <b>Total Tuition Revenue</b>             |        |          | \$ 3,859.20      |
| <b>Instructional Cost</b>                |        |          | \$ 3,746.18      |
| <b>Net</b>                               |        |          | <b>\$ 113.02</b> |

<sup>1</sup> The spreadsheets used in Tables 2 and 3 were provided by the Finance Dept.

3

Based on the average enrollment, increasing the credit value of LIBT 265 from 1.5 to 3.0 will positively affect the Dept.'s budget by doubling the tuition revenue generated, which will offset the concurrent doubling of the cost of instruction. The budgetary effects of this scenario are shown in Table 3.

**Table 3. Financial Implications of Running LIBT 265 as a 3.0 Credit Course**

|                                          |             |          |             |
|------------------------------------------|-------------|----------|-------------|
| Domestic Tuition Rate (per credit):      |             | \$       | 134.00      |
| International Tuition Rate (per credit): |             | \$       | 489.95      |
| Number of Credits:                       |             |          | 3           |
| Instructional Cost per Section (A Rate)  |             | \$       | 7,492.36    |
| Workload Sections                        |             |          | 1.0         |
| Domestic Tuition Allocation Rate:        |             |          | 60%         |
| International Tuition Allocation Rate:   |             |          | 48%         |
|                                          |             |          |             |
| Scenario 1                               | Dom St      | Int'l St |             |
|                                          | 32          | 0        |             |
| <b>Tuition Revenue</b>                   |             |          |             |
| Domestic Tuition Allocation:             | \$ 7,718.40 |          |             |
| International Tuition Allocation:        |             | \$ -     |             |
| Total Tuition Revenue                    |             |          | \$ 7,718.40 |
| <b>Instructional Cost</b>                |             |          | \$ 7,492.36 |
| <b>Net</b>                               |             |          | \$ 226.04   |

### Related Changes

These changes are proposed concurrently with changes to LIBT 161 – Work Place Site Visits, including changing its credit value from 1.5 to 3.0. At first glance, these credit value increases would also increase the minimum number of credits students are required to earn for the two-year Library & Information Technology Diploma by three. However, being committed to maintaining the minimum at 60, the Dept. also proposes to eliminate one three-credit academic requirement in the Program. These related changes are described under separate cover.



ORIGINAL COURSE IMPLEMENTATION DATE: September 1996  
 REVISED COURSE IMPLEMENTATION DATE: May 2015  
 COURSE TO BE REVIEWED: (six years after UEC approval) October 2010  
 Course outline form version: 09/15/14

## OFFICIAL UNDERGRADUATE COURSE OUTLINE FORM

**Note:** The University reserves the right to amend course outlines as needed without notice.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|------------------------------|---|------------------|--|------------------------|--|--------------------------------------------|----|----------------------------|--|----------------------|--|--------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>Course Code and Number:</b> LIBT 265                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           | <b>Number of Credits:</b> 3 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                                                                                                                                      |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Course Full Title:</b> Practicum/Capstone Project                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Course Short Title (if title exceeds 30 characters):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Faculty:</b> Faculty of Professional Studies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           | <b>Department (or program if no department):</b> Library and Information Technology                                                                                                                                                                                                                                                                                                                                                                         |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Calendar Description:</b><br>This course requires either a) an employer-supervised practicum in which students perform tasks and duties similar to those of entry-level Library Technicians, or b) a Capstone Project that demonstrates how students meet the minimum competencies identified in the Canadian Library Association's <i>Guidelines for the Education of Library Technicians</i> .<br><b>Note:</b> To obtain credit, students are also required to attend two in-class seminars where they will discuss workplace expectations and reflect upon their experiences in the field and in the diploma program. In keeping with employers' operational needs, the course requires that students be available for daytime and/or evening shifts.<br><b>Note:</b> A criminal records check is required prior to confirmation of placement. Students holding certain types of criminal records might be ineligible for practicum placement. |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Pre/corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |           | LIBT 130, 135, 140, 145, 161, 200, 220, 240, and permission of the instructor. Note: As of January 2016, prerequisites will change to the following: 45 university-level credits in the Library and Information Technology diploma program including LIBT 140, 145, 161, and 200, and permission of the instructor. Practicum students will require a minimum CGPA of 2.67. Pre- or corequisites will change to the following: LIBT 130, 135, 220, and 240. |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Equivalent Courses (cannot be taken for additional credit)</b><br>Former course code/number:<br>Cross-listed with:<br>Equivalent course(s):<br><i>Note: Equivalent course(s) should be included in the calendar description by way of a note that students with credit for the equivalent course(s) cannot take this course for further credit.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |           | <b>Transfer Credit</b><br>Transfer credit already exists: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>Transfer credit requested (OREg to submit to BCCAT):<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if yes, fill in transfer credit form)<br>Resubmit revised outline for articulation: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No                                       |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Total Hours: 76</b><br><b>Typical structure of instructional hours:</b> <table border="1"> <tr> <td>Lecture hours</td> <td></td> </tr> <tr> <td>Seminars/tutorials/workshops</td> <td>6</td> </tr> <tr> <td>Laboratory hours</td> <td></td> </tr> <tr> <td>Field experience hours</td> <td></td> </tr> <tr> <td>Experiential (practicum, internship, etc.)</td> <td>70</td> </tr> <tr> <td>Online learning activities</td> <td></td> </tr> <tr> <td>Other contact hours:</td> <td></td> </tr> <tr> <td><b>Total</b></td> <td><b>76</b></td> </tr> </table>                                                                                                                                                                                                                                                                                                                                                                                        |           | Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                               |  | Seminars/tutorials/workshops | 6 | Laboratory hours |  | Field experience hours |  | Experiential (practicum, internship, etc.) | 70 | Online learning activities |  | Other contact hours: |  | <b>Total</b> | <b>76</b> | <b>Special Topics</b><br>Will the course be offered with different topics?<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>If yes, different lettered courses may be taken for credit:<br><input type="checkbox"/> No <input type="checkbox"/> Yes, repeat(s) <input type="checkbox"/> Yes, no limit<br><i>Note: The specific topic will be recorded when offered.</i> |  |
| Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| Seminars/tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 6         |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| Laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| Field experience hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| Experiential (practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 70        |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| Online learning activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| Other contact hours:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>76</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           | <b>Maximum enrolment (for information only):</b> 36<br><b>Expected frequency of course offerings (every semester, annually, every other year, etc.):</b> Annually                                                                                                                                                                                                                                                                                           |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Department / Program Head or Director:</b> Dr. Kenneth D. Gariepy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           | <b>Date approved:</b> July 2014                                                                                                                                                                                                                                                                                                                                                                                                                             |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Faculty Council approval (Curriculum Comm. Chair):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           | <b>Date approved:</b> September 26, 2014                                                                                                                                                                                                                                                                                                                                                                                                                    |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Campus-Wide Consultation (CWC)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |           | <b>Date of posting:</b> July 11, 2014                                                                                                                                                                                                                                                                                                                                                                                                                       |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Dean/Associate VP:</b> Dr. Tracy Ryder Glass                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           | <b>Date approved:</b> September 26, 2014                                                                                                                                                                                                                                                                                                                                                                                                                    |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           | <b>Date of meeting:</b> October 24, 2014                                                                                                                                                                                                                                                                                                                                                                                                                    |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |

**Learning Outcomes**

Upon successful completion of this course, students will be able to:

1. Demonstrate entry-level knowledge of, and the ability to successfully complete, the daily tasks, duties, and procedures required of Library Technicians in organizations such as libraries, information centres, records management departments, and archives
2. Demonstrate how they meet the minimum competencies identified in the Canadian Library Association's *Guidelines for the Education of Library Technicians*. These are the following.
  1. Acquisitions
  2. Cataloguing and Indexing
  3. Selection
  4. Circulation
  5. Reference
  6. Interlibrary Loans
  7. Library Programs
  8. Library Promotion
  9. Technology Skills
  10. Workplace Skills
3. Practice appropriate workplace behaviours (e.g., punctuality, collegiality, and public service)
4. Practice effective and appropriate interpersonal and workplace communication skills
5. Evaluate their workplace performances and reflect upon their practicum and/or learning experiences
6. Demonstrate and understanding of how the overall goals of information organizations are actualized through policies, procedures, and the administration of resources
7. Assess their abilities and interests as potential information workers

**Prior Learning Assessment and Recognition (PLAR)**

☒ Yes ☐ No, PLAR cannot be awarded for this course because: Other (specify):

**Typical Instructional Methods (guest lecturers, presentations, online instruction, field trips, etc.; may vary at department's discretion)**

Students on practicum will (a) complete tasks assigned by employers in a library, information centre, records management department, and/or archives, (b) attend two seminars to discuss workplace expectations and reflect upon and share practicum and educational experiences, and (c) complete a reflective self-analysis. Students completing the Capstone Project will also (a) attend two seminars to discuss, share, and reflect upon educational and practical experiences, and (b) complete a reflective self-analysis.

**Grading system:** Letter Grades: ☐ Credit/No Credit: ☒ Labs to be scheduled independent of lecture hours: Yes ☐ No ☐

**NOTE: The following sections may vary by instructor. Please see course syllabus available from the instructor.**

**Typical Text(s) and Resource Materials (if more space is required, download Supplemental Texts and Resource Materials form)**

| Author (surname, initials) | Title (article, book, journal, etc.)                                              | Current ed.              | Publisher | Year |
|----------------------------|-----------------------------------------------------------------------------------|--------------------------|-----------|------|
| 1.                         | No textbook. Required readings and resources at the discretion of the instructor. | <input type="checkbox"/> |           |      |
| 2.                         |                                                                                   | <input type="checkbox"/> |           |      |
| 3.                         |                                                                                   | <input type="checkbox"/> |           |      |
| 4.                         |                                                                                   | <input type="checkbox"/> |           |      |
| 5.                         |                                                                                   | <input type="checkbox"/> |           |      |

**Required Additional Supplies and Materials (software, hardware, tools, specialized clothing, etc.)**

None.

**Typical Evaluation Methods and Weighting**

|                |      |              |   |                   |   |            |      |
|----------------|------|--------------|---|-------------------|---|------------|------|
| Final exam:    | %    | Assignments: | % | Midterm exam:     | % | Practicum: | %    |
| Quizzes/tests: | %    | Lab work:    | % | Field experience: | % | Shop work: | %    |
| Other:         | 100% | Other:       | % | Other:            | % | Total:     | 100% |

**Details (if necessary):** This is a Credit/No Credit course. Students' workplace performances are assessed by their practicum supervisor(s). In order to receive credit for the course, students on practicum must earn a minimum of a "satisfactory" evaluation from their supervisor(s). All students must attend both in-class seminars and satisfactorily complete a reflective self-analysis, whether as part of a Capstone Project or practicum. Additional assignments are at the discretion of the instructor.

**Typical Course Content and Topics**

1. On-the-job tasks, duties, and/or special projects, as determined and assigned by practicum supervisor(s).
2. In-class seminars discussing appropriate workplace behaviours, employers' expectations, and reflection upon practical and educational experiences.



ORIGINAL COURSE IMPLEMENTATION DATE: September 1996  
 REVISED COURSE IMPLEMENTATION DATE: January 2016  
 COURSE TO BE REVIEWED: (six years after UEC approval) October 2010  
 Course outline form version: 09/15/14

## OFFICIAL UNDERGRADUATE COURSE OUTLINE FORM

**Note:** The University reserves the right to amend course outlines as needed without notice.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|------------------------------|---|------------------|--|------------------------|--|--------------------------------------------|----|----------------------------|--|----------------------|--|--------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>Course Code and Number:</b> LIBT 265                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           | <b>Number of Credits:</b> 3 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Course Full Title:</b> Practicum/Capstone Project                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Course Short Title (if title exceeds 30 characters):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Faculty:</b> Faculty of Professional Studies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           | <b>Department (or program if no department):</b> Library and Information Technology                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Calendar Description:</b><br>This course requires either a) an employer-supervised practicum in which students perform tasks and duties similar to those of entry-level Library Technicians, or b) a Capstone Project that demonstrates how students meet the minimum competencies identified in the Canadian Library Association's <i>Guidelines for the Education of Library Technicians</i> .<br><b>Note:</b> To obtain credit, students are also required to attend two in-class seminars where they will discuss workplace expectations and reflect upon their experiences in the field and in the diploma program. In keeping with employers' operational needs, the course requires that students be available for daytime and/or evening shifts.<br><b>Note:</b> A criminal records check is required prior to confirmation of placement. Students holding certain types of criminal records might be ineligible for practicum placement. |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           | 45 university-level credits in the Library and Information diploma program, including LIBT 140, LIBT 145, LIBT 161, and LIBT 200, and permission of the instructor. Practicum students will require a minimum CGPA of 2.67.                                                                                                                                                                                                                                                                                                      |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Pre/corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |           | LIBT 130, LIBT 135, LIBT 220, and LIBT 240.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Equivalent Courses (cannot be taken for additional credit)</b><br>Former course code/number:<br>Cross-listed with:<br>Equivalent course(s):<br><i>Note: Equivalent course(s) should be included in the calendar description by way of a note that students with credit for the equivalent course(s) cannot take this course for further credit.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |           | <b>Transfer Credit</b><br>Transfer credit already exists: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>Transfer credit requested (OREg to submit to BCCAT):<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if yes, fill in transfer credit form)<br>Resubmit revised outline for articulation: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>To find out how this course transfers, see <a href="http://bctransferguide.ca">bctransferguide.ca</a> . |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Total Hours: 76</b><br><b>Typical structure of instructional hours:</b> <table border="1"> <tr><td>Lecture hours</td><td></td></tr> <tr><td>Seminars/tutorials/workshops</td><td>6</td></tr> <tr><td>Laboratory hours</td><td></td></tr> <tr><td>Field experience hours</td><td></td></tr> <tr><td>Experiential (practicum, internship, etc.)</td><td>70</td></tr> <tr><td>Online learning activities</td><td></td></tr> <tr><td>Other contact hours:</td><td></td></tr> <tr><td><b>Total</b></td><td><b>76</b></td></tr> </table>                                                                                                                                                                                                                                                                                                                                                                                                                |           | Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  | Seminars/tutorials/workshops | 6 | Laboratory hours |  | Field experience hours |  | Experiential (practicum, internship, etc.) | 70 | Online learning activities |  | Other contact hours: |  | <b>Total</b> | <b>76</b> | <b>Special Topics</b><br>Will the course be offered with different topics?<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>If yes, different lettered courses may be taken for credit:<br><input type="checkbox"/> No <input type="checkbox"/> Yes, repeat(s) <input type="checkbox"/> Yes, no limit<br><i>Note: The specific topic will be recorded when offered.</i> |  |
| Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| Seminars/tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 6         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| Laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| Field experience hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| Experiential (practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 70        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| Online learning activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| Other contact hours:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>76</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           | <b>Maximum enrolment (for information only):</b> 36<br><b>Expected frequency of course offerings (every semester, annually, every other year, etc.):</b> Annually                                                                                                                                                                                                                                                                                                                                                                |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Department / Program Head or Director:</b> Dr. Kenneth D. Gariepy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           | <b>Date approved:</b> July 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Faculty Council approval (Curriculum Comm. Chair):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           | <b>Date approved:</b> September 26, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Campus-Wide Consultation (CWC)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |           | <b>Date of posting:</b> July 11, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Dean/Associate VP:</b> Dr. Tracy Ryder Glass                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           | <b>Date approved:</b> September 26, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           | <b>Date of meeting:</b> October 24, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |

**Learning Outcomes**

Upon successful completion of this course, students will be able to:

1. Demonstrate entry-level knowledge of, and the ability to successfully complete, the daily tasks, duties, and procedures required of Library Technicians in organizations such as libraries, information centres, records management departments, and archives
2. Demonstrate how they meet the minimum competencies identified in the Canadian Library Association's *Guidelines for the Education of Library Technicians*. These are the following.
  1. Acquisitions
  2. Cataloguing and Indexing
  3. Selection
  4. Circulation
  5. Reference
  6. Interlibrary Loans
  7. Library Programs
  8. Library Promotion
  9. Technology Skills
  10. Workplace Skills
3. Practice appropriate workplace behaviours (e.g., punctuality, collegiality, and public service)
4. Practice effective and appropriate interpersonal and workplace communication skills
5. Evaluate their workplace performances and reflect upon their practicum and/or learning experiences
6. Demonstrate an understanding of how the overall goals of information organizations are actualized through policies, procedures, and the administration of resources
7. Assess their abilities and interests as potential information workers

**Prior Learning Assessment and Recognition (PLAR)**

☒ Yes    ☐ No, PLAR cannot be awarded for this course because: Other (specify):

**Typical Instructional Methods (guest lecturers, presentations, online instruction, field trips, etc.; may vary at department's discretion)**

Students on practicum will (a) complete tasks assigned by employers in a library, information centre, records management department, and/or archives, (b) attend two seminars to discuss workplace expectations and reflect upon and share practicum and educational experiences, and (c) complete a reflective self-analysis. Students completing the Capstone Project will also (a) attend two seminars to discuss, share, and reflect upon educational and practical experiences, and (b) complete a reflective self-analysis.

**Grading system:** Letter Grades: ☐ Credit/No Credit: ☒ Labs to be scheduled independent of lecture hours: Yes ☐ No ☐

**NOTE: The following sections may vary by instructor. Please see course syllabus available from the instructor.**

**Typical Text(s) and Resource Materials (if more space is required, download Supplemental Texts and Resource Materials form)**

| Author (surname, initials) | Title (article, book, journal, etc.)                                              | Current ed.              | Publisher | Year |
|----------------------------|-----------------------------------------------------------------------------------|--------------------------|-----------|------|
| 1.                         | No textbook. Required readings and resources at the discretion of the instructor. | <input type="checkbox"/> |           |      |
| 2.                         |                                                                                   | <input type="checkbox"/> |           |      |
| 3.                         |                                                                                   | <input type="checkbox"/> |           |      |
| 4.                         |                                                                                   | <input type="checkbox"/> |           |      |
| 5.                         |                                                                                   | <input type="checkbox"/> |           |      |

**Required Additional Supplies and Materials (software, hardware, tools, specialized clothing, etc.)**

None.

**Typical Evaluation Methods and Weighting**

|                |      |              |   |                   |   |            |      |
|----------------|------|--------------|---|-------------------|---|------------|------|
| Final exam:    | %    | Assignments: | % | Midterm exam:     | % | Practicum: | %    |
| Quizzes/tests: | %    | Lab work:    | % | Field experience: | % | Shop work: | %    |
| Other:         | 100% | Other:       | % | Other:            | % | Total:     | 100% |

**Details (if necessary):** This is a Credit/No Credit course. Students' workplace performances are assessed by their practicum supervisor(s). In order to receive credit for the course, students on practicum must earn a minimum of a "satisfactory" evaluation from their supervisor(s). All students must attend both in-class seminars and satisfactorily complete a reflective self-analysis, whether as part of a Capstone Project or practicum. Additional assignments are at the discretion of the instructor.

**Typical Course Content and Topics**

1. On-the-job tasks, duties, and/or special projects, as determined and assigned by practicum supervisor(s).
2. In-class seminars discussing appropriate workplace behaviours, employers' expectations, and reflection upon practical and educational experiences.

# MEMO

To: Dr. Rosetta Khalideen, Dean, Faculty of Professional Studies  
Dr. Sylvie Murray, Program Development Coordinator  
Amanda Grimson, Undergraduate Education Committee Assistant

From: Dr. Kenneth D. Gariepy  
Department Head, Library & Information Technology (LibIT)

Date: June 11, 2014

Subject: Minor change to Library & Information Technology Diploma Program

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## Proposed Change and Rationale

Concurrently with changes to LIBT 161 – Work Place Site Visits and LIBT 265 – Work Experience Practicum, specifically changing their credit values from 1.5 to 3.0, the Department also proposes one minor change to the Library and Information Technology Diploma Program. By changing the number of required three-credit university-level (UL) courses from three to two, the changes to LIBT 161 and 265 would not increase the minimum number of credits students are required to earn for the Diploma. The change is summarized in Table 1.

**Table 1. Current and Proposed UL Course Requirements in the LibIT Diploma Program**

| Current Requirements (9 credits)                                                                                                                                                                                                             | Proposed Requirements (6 credits)                                                                                                                                                                                                                                                                                                                                                                                |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Any university-level English or Communications course with a significant writing component chosen in consultation with program advisors (e.g. ENGL 105, CMNS 125)                                                                            | Same                                                                                                                                                                                                                                                                                                                                                                                                             |
| Any university-level course with significant content in general or specific aspects of Canadian history, geography or culture including but not limited to courses in anthropology, geography, sociology, etc. ... (e.g. HIST 101, GEOG 130) | Any university-level course with significant content in general or specific aspects of Canadian history, geography or culture including but not limited to courses in anthropology, geography, sociology, etc. ... (e.g. HIST 101, GEOG 130), <b>or any university level course with significant Canadian political, economic, legal, criminological, or governmental content ... (e.g., POSC 110, CRIM 135)</b> |
| Any university level course with significant Canadian political, economic, legal, criminological, or governmental content ... (e.g., POSC 110, CRIM 135)                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                  |

**Budget Implications**

**How will the changes affect the Department's budget?**

As indicated in the memos about changes to LIBT 161 and 265, based on three-year average enrollments, increasing the credit value of LIBT 161 from 1.5 to 3.0 will positively affect the Dept.'s budget by doubling the tuition revenue generated, which will offset the concurrent doubling of the cost of instruction. In total, the estimated increase to departmental revenues is \$467.24.

**Table 2. Financial Implications of Running LIBT 161 and 265 as 3.0 Credit Courses<sup>1</sup>**

| Current Revenues       |                        | Forecasted Revenues    |                        |
|------------------------|------------------------|------------------------|------------------------|
| LIBT 161 (1.5 credits) | \$354.22               | LIBT 161 (3.0 credits) | \$708.44               |
| LIBT 265 (1.5 credits) | \$113.02               | LIBT 265 (3.0 credits) | \$226.04               |
|                        | <b>Total: \$467.24</b> |                        | <b>Total: \$934.48</b> |

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<sup>1</sup> Based on three-year average enrollments of 34 domestic students for LIBT 161 and 32 domestic students for LIBT 265

## Library and Information Technology diploma

### Program outline

The curriculum for the Library and Information Technology diploma program consists of a combination of academic and applied courses extending over two years for full- time students. Students who enrol in the program on a part-time basis will typically extend this program over three to five years. Students taking online courses to complete the program be aware that timetable constraints may mean it will take up to five years to complete the diploma.

Those who begin the program in the Winter or Summer terms may not be able to complete their diploma in the traditional two years, as some courses are only offered once per year. However, this situation may vary depending on the number of sections offered in a given year.

If credit for some of the required arts/sciences or applied courses have been completed at UFV or can be transferred from other post-secondary institutions, students may have a lighter course load, or take additional courses of their choice. At least 25% of credits required for the Library and Information Technology diploma must be completed at UFV.

The Library and Information Technology program consists of ~~201~~ courses. Students may take up to five years to complete the program.

**Students in all diploma options are required to take the following 19 courses:**

| Course        | Title                                                                  | Credits                 |
|---------------|------------------------------------------------------------------------|-------------------------|
| LIBT 100      | Introduction to Information Services                                   | 3                       |
| LIBT 115      | Descriptive Cataloguing Techniques                                     | 3                       |
| LIBT 120      | Introduction to Technical Services                                     | 3                       |
| LIBT 130      | Introduction to Classification Systems                                 | 3                       |
| LIBT 135      | Introduction to Subject Analysis                                       | 3                       |
| LIBT 140      | Introduction to Reference Services                                     | 3                       |
| LIBT 145      | Internet Information Retrieval                                         | 3                       |
| LIBT 161      | Work Place Site Visits                                                 | <del>3</del> <b>1.5</b> |
| LIBT 200      | Information and Society                                                | 3                       |
| LIBT 205      | Supervision in Information Centres                                     | 3                       |
| LIBT 220      | Database Management and Software Implementation                        | 3                       |
| LIBT 240      | Media in Information Centres                                           | 3                       |
| LIBT 265      | Work Experience Practicum                                              | <del>3</del> <b>1.5</b> |
| LIBT elective | One non-core LIBT course (e.g. LIBT 230, 235, 250, 270, 280, 310, 345) | 3                       |
| CIS 100       | Introduction to Computer Information Systems                           | 3                       |
| CIS 145       | Web Publishing                                                         | 3                       |

### Plus the following:

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| Any university-level English or Communications course with a significant writing component chosen in consultation with program advisors (e.g. ENGL 105, CMNS 125)                                                                                                                                                                                                                                                                                                                                 | 3            |
| Any university-level course with significant content in general or specific aspects of Canadian history, geography or culture including but not limited to courses in anthropology, geography, sociology, etc. chosen in consultation with program advisors (e.g. HIST 101, GEOG 130), <u>or any university level course with significant Canadian political, economic, legal, criminological or governmental content chosen in consultation with program advisors (e.g., POSC 110, CRIM 135)</u> | 3            |
| <del>Any university-level course with significant Canadian political, economic, legal, criminological or governmental content chosen in consultation with program advisors (e.g. POSC 110, CRIM 135)</del>                                                                                                                                                                                                                                                                                        | <del>3</del> |
| <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>54</b>    |

In addition to the ~~18.9~~ required courses, students must successfully complete two additional courses chosen from LIBIT or other university-level course offerings. These courses will be chosen according to each student's career goals.

For specialization, students can select one of three concentrations.

#### **Library and Information Technology diploma, no concentration**

Students graduating with the diploma will be equipped to work in a variety of information centres and libraries depending upon the electives they have chosen.

| <b>Course</b>        | <b>Title</b>                                                                                                                           | <b>Credits</b> |
|----------------------|----------------------------------------------------------------------------------------------------------------------------------------|----------------|
| Required 189 courses | (listed above)                                                                                                                         | 54             |
| LIBT or UL elective  | Any LIBT or university-level course chosen in consultation with program advisors.<br>LIBT electives: 230, 235, 250, 270, 280, 310, 345 | 3-4            |
| LIBT or UL elective  | Any LIBT or university-level course chosen in consultation with program advisors.<br>LIBT electives: 230, 235, 250, 270, 280, 310, 345 | 3-4            |
| Total                |                                                                                                                                        | 60-62          |

#### **Systems Technology concentration**

This concentration allows students to specialize in the organization and provision of information using computer systems. Graduates of this concentration will be qualified to work as library technicians with additional responsibilities for supervising the operation of computers and computer networks.

| <b>Course</b>        | <b>Title</b>               | <b>Credits</b> |
|----------------------|----------------------------|----------------|
| Required 189 courses | (listed above)             | 54             |
| CIS 190              | Systems Hardware Concepts  | 4              |
| CIS 192              | Introduction to Networking | 4              |
| Total                |                            | 62             |

#### **Records Management concentration**

This concentration prepares students for additional responsibilities of maintaining records, documents, and archives of any organization. Graduates of this concentration will be qualified to work as library technicians and with additional responsibilities for maintaining the records and archives of an organization.

| <b>Course</b>        | <b>Title</b>        | <b>Credits</b> |
|----------------------|---------------------|----------------|
| Required 189 courses | (listed above)      | 54             |
| LIBT 250             | Records Management  | 3              |
| LIBT 270             | Archival Techniques | 3              |
| Total                |                     | 60             |

#### **Youth Services concentration**

This concentration prepares students for work as library technicians with a specialized understanding of information services for youth. Graduates of this concentration will be qualified to work as library technicians with additional responsibilities for working with children and young adults.

| <b>Course</b>        | <b>Title</b>                          | <b>Credits</b> |
|----------------------|---------------------------------------|----------------|
| Required 189 courses | (listed above)                        | 54             |
| LIBT 230             | Information Services for Children     | 3              |
| LIBT 235             | Information Services for Young Adults | 3              |
| Total                |                                       | 60             |

**Memo**

To: CWC, CACC, UEC

From: Bruce Kirkley, Department Head, Theatre

Date: 29 August, 2014

Subject: Minor Changes: Associate of Arts, Theatre option

1. Rationale for change:

The proposed changes to the Associate of Arts, Theatre option, are required to account for recent revisions to THEA courses. In all cases these are simply adjustments and substitutions of required courses. The changes also include a note informing students that they have the option to audition for direct admission to THEA 112 Essentials of Acting if they have previous training or experience in acting. Students with no background in acting can take THEA 111 Fundamentals of Acting in order to meet the prerequisite for THEA 112, and can use THEA 111 to satisfy the 100-level Arts elective.

2. Summary of substantive changes (in the order they appear in the calendar copy):

- Course numbers, titles and requirements revised in accordance with recent course revisions (specifically: THEA 111, 112, 121, 123, 203, 204, 211, 215, 250, 290, 295)
- Note added to inform students of the option to audition for direct admission to THEA 112

**From:** Samantha Pattridge  
**Sent:** April 17, 2014 9:17 AM  
**To:** Elaine Harris; Bruce Kirkley  
**Cc:** Rhonda Colwell; Ashley Hoogendoorn  
**Subject:** RE: Associate of Arts, Theatre option minor program changes

Hi all,

I don't see any need for this change to go back through CWC.

Samantha

**From:** Elaine Harris  
**Sent:** Thursday, April 17, 2014 9:00 AM  
**To:** Bruce Kirkley  
**Cc:** Rhonda Colwell; Ashley Hoogendoorn; Samantha Pattridge  
**Subject:** RE: Associate of Arts, Theatre option minor program changes

Hi Bruce

The proposal did go out to the CWC consult group, but I just replied to you and a few of the others, as it was a minor point.

I don't think you would need to re-submit the proposal to CWC with this change, as it is just a change in how the information is presented – unless Samantha or Ashley see that differently?

Elaine

**From:** Bruce Kirkley  
**Sent:** Wednesday, April 16, 2014 4:29 PM  
**To:** Elaine Harris  
**Cc:** Rhonda Colwell; Ashley Hoogendoorn; Samantha Pattridge  
**Subject:** RE: Associate of Arts, Theatre option minor program changes

Hi Elaine,

Many thanks for this excellent suggestion. I will revise the Associate of Arts, Theatre accordingly. Should I resubmit this to CWC? Presumably it doesn't go out to the whole cwcconsult group until next week.

Thanks,  
Bruce

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**From:** Elaine Harris  
**Sent:** April 16, 2014 1:41 PM  
**To:** Bruce Kirkley  
**Cc:** Rhonda Colwell; Ashley Hoogendoorn; Samantha Pattridge  
**Subject:** RE: Associate of Arts, Theatre option minor program changes

Hi Bruce

With the deletion of THEA 111 as a required course, I see the reason for the note "Please note that applicants with previous training in acting may audition for direct admission to THEA 112 Essentials of Acting. Please refer to the Theatre website for information on audition dates and guidelines.", but a student who is looking at the program information for the first time, might not realize that otherwise they will need THEA 111 to meet the THEA 112 prerequisite.

I think this might be better as a note related to the THEA 112 course (i.e. at the end of the program requirements) rather than in the entrance requirement sections, because it pertains to meeting course prerequisites rather than being admitted to the program. Also, I assume if a student had to take THEA 111, they could use it as an Arts elective, and this would be clearer at the end of the program requirements.

With the note at the end of the program requirements, it might be phrased this way:

**Note 1:** The prerequisite for THEA 112 is THEA 111 with a B, or audition. Applicants with previous training or experience in acting should refer to the Theatre website for information on audition dates and guidelines. THEA 111, if taken, may be used as the 100-level Arts elective.

Thanks for the opportunity for feedback.

Elaine

**From:** [cwconsult-bounces@ufv.ca](mailto:cwconsult-bounces@ufv.ca) [<mailto:cwconsult-bounces@ufv.ca>] **On Behalf Of** Bruce Kirkley

**Sent:** Wednesday, April 16, 2014 12:16 PM

**To:** cwconsult

**Subject:** [CWC] Associate of Arts, Theatre option minor program changes

Please accept the attached proposal for minor changes to the Associate of Arts, Theatre option, and accompanying memo for inclusion on the next CWC agenda.

Many thanks,  
Bruce

Dr. Bruce Kirkley  
Associate Professor/Department Head, Theatre  
University of the Fraser Valley

**From:** Bruce Kirkley  
**Sent:** August 30, 2014 8:01 AM  
**To:** Rhonda Colwell  
**Subject:** RE: [CWC] Associate of Arts, Theatre option minor program changes

Hi Rhonda,

Catching up on a few dropped threads here. In our 2012 program review, the department did recommend discontinuing the Associate of Arts Theatre, primarily because only a handful of students have taken this degree option over the years. However, given the value of Associate degrees for transfer purposes, we were encouraged to keep it as an option for students.

Thanks,  
Bruce

Dr. Bruce Kirkley  
Department Head/Associate Professor, Theatre  
University of the Fraser Valley

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**From:** Rhonda Colwell  
**Sent:** April 22, 2014 4:18 PM  
**To:** Bruce Kirkley  
**Cc:** Samantha Pattridge; Ashley Hoogendoorn  
**Subject:** RE: [CWC] Associate of Arts, Theatre option minor program changes

Hi Bruce,

I have read this proposal and Elaine's comments. I have no additional concerns.

From my own curiosity I do have a question which will not affect this submission - has the dept discussed this program in terms of continuing to offer it or discontinuing it?

Thanks,  
Rhonda

**From:** cwconsult-bounces@ufv.ca [mailto:cwconsult-bounces@ufv.ca] **On Behalf Of** Bruce Kirkley  
**Sent:** Wednesday, April 16, 2014 12:16 PM  
**To:** cwconsult  
**Subject:** [CWC] Associate of Arts, Theatre option minor program changes

Please accept the attached proposal for minor changes to the Associate of Arts, Theatre option, and accompanying memo for inclusion on the next CWC agenda.

Many thanks,  
Bruce

Dr. Bruce Kirkley  
Associate Professor/Department Head, Theatre  
University of the Fraser Valley

### Associate of Arts degree — Theatre option

Admission for the program is for the September semester only. Students wishing to start in January may do so by taking any course for which they have the stated prerequisites and then applying for the following September.

#### Entrance requirements

Applicants should apply to the Associate of Arts: Theatre. See the [Associate of Arts degree section](#) for details on entrance requirements and application procedures.

#### Specific requirements

| Course                                               | Title                                                                                       | Credits      |
|------------------------------------------------------|---------------------------------------------------------------------------------------------|--------------|
| <b>6 credits in English or Communications:</b>       |                                                                                             |              |
| ENGL 105                                             | Academic Writing                                                                            | 3            |
| ENGL <del>105</del> 108                              | 170 (ENGL 130 recommended) or one of CMNS 125, 155, 251                                     | 3            |
| <b>9 credits in Science:</b>                         |                                                                                             |              |
| Mathematics, Computing Science, or Statistics course |                                                                                             | 3-4          |
| Lab science                                          | 100-level course                                                                            | 3-4          |
| Science elective                                     | 100- or 200-level course                                                                    | 3-4          |
| <b>45 credits in Arts:</b>                           |                                                                                             |              |
| THEA 101                                             | Introduction to Theatre                                                                     | 3            |
| <del>THEA 111</del>                                  | <del>Acting I</del>                                                                         | <del>3</del> |
| THEA 112                                             | Essentials of Acting                                                                        | 3            |
| THEA 121                                             | Technical Theatre I                                                                         | <del>3</del> |
| or THEA 123                                          | Technical Theatre II                                                                        | 3            |
| <del>or THEA 203</del>                               | <del>History of Theatre and Drama: Antiquity to 1642</del>                                  |              |
| <del>or THEA 204</del>                               | <del>History of Theatre and Drama: 1642 to 1914</del>                                       |              |
| THEA 199                                             | Technical Theatre Practicum                                                                 | 3            |
| <del>or THEA 299</del>                               | <del>Theatre Production Practicum</del>                                                     | -            |
| THEA 203                                             | History of Theatre and Drama: Antiquity to 1642                                             | 3            |
| <del>or THEA 204</del>                               | History of Theatre and Drama: 1642 to 1914                                                  | <del>3</del> |
| THEA 211                                             | Character and Scene Study I                                                                 | 3            |
| THEA <del>212</del> 215                              | <del>Acting IV</del> Voice and Body I                                                       |              |
| or THEA 250                                          | Introduction to Storytelling                                                                | 3            |
| THEA 299                                             | Theatre Production Practicum                                                                |              |
| or THEA 290                                          | Theatre Practice – Small Ensemble                                                           |              |
| THEA 295                                             | Theatre Practice – Large Ensemble                                                           | 1-3          |
| English                                              | 200-level course, <u>excluding ENGL 233 or ENGL 234</u> ( <del>ENGL 230 recommended</del> ) | 3            |
| Social Sciences                                      | 100-level courses                                                                           | 6            |
| Arts elective                                        | 100- or 200-level course                                                                    | 3            |
| Arts electives                                       | 200-level courses                                                                           | 6            |
| <b>Total</b>                                         |                                                                                             | <b>60</b>    |

Note 1: The prerequisite for THEA 112 is THEA 111 with a B, or audition. Students with previous training or experience in acting may audition for direct admission to THEA 112. Please refer to the Theatre website for information on audition dates and guidelines. THEA 111, if taken, may be used as the 100-level Arts elective.



## **UEC TRANSFER CREDIT SUBCOMMITTEE**

### **TERMS OF REFERENCE**

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The UEC Admissions Subcommittee (UECAS) is a subcommittee of the Undergraduate Education Committee.

#### **Purpose**

The purpose of the subcommittee is to:

- Make decisions on special admissions requests and waivers of the language proficiency requirement for individual students.
- Advise UEC on issues related to admissions or language policy.

### **PROCEDURES**

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#### **Process**

- Students requesting special admission are required to submit the special admission request form, provide transcripts of courses and grades related to their program admission requirements, and all other requirements specified on the form.
- Requests for variation of language entrance proficiency requirements must be made in writing, and must include evidence of test scores, transcripts of courses completed, and/or writing samples.
- Additional supporting documents may be requested by the Associate Registrar, Deputy Registrar, Admissions coordinator, or the committee.
- Decisions may be made in a formal meeting, or through an email vote. For email votes, members will have a minimum of five business days to respond.
- Decisions require a decision of the majority of the members in attendance at the meeting or who participate in an email vote (minimum 3 in favour), however, if two or more members express strong opposition to the decision, or the committee is unable to decide, the decision will be referred to UEC.
- UECAS may make recommendations to UEC for changes to admissions policy or language policy, or to the language proficiency standards.

#### **Reporting**

- The chair will retain a record of all decisions made.

### **COMPOSITION**

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#### **Membership**

- Associate Registrar
- Two UEC members
- One International Education representative
- Two additional members, including at least one advisor

#### **Chair**

The UECAS will determine a chair each September.



## **UEC TRANSFER CREDIT SUBCOMMITTEE**

### **TERMS OF REFERENCE**

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The UEC Transfer Credit Subcommittee (TCS) is a subcommittee of the Undergraduate Education Committee.

#### **Purpose**

The purpose of the subcommittee is to make decisions on transfer credit recommendations for specific courses or programs from institutions or programming not recognized under Transfer credit policy, and that do not qualify for exemption from UEC approval. These might include, but not be limited to, courses from private post-secondary institutions, education or training provided by a non-post-secondary institution or organization, and formal non-credit education from any source.

The committee will not evaluate prior learning obtained other than through formal courses or programs.

### **PROCEDURES**

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#### **Process**

- The TCS will make decisions on specific transfer recommendations made or signed off by the department head for the most closely related discipline. If UFV does not offer a related discipline, the decisions should be approved by the dean or designate for the most closely related faculty.
- The TCS may request additional information or clarification from the person who evaluated the course or program.
- For precedent-setting decisions, the TCS will consider the degree of confidence in the consistency of standards at the sending institution.
- Transfer credit decisions may be made in a formal meeting, or through an email vote. For email votes, members will have a minimum of five business days to respond.
- Transfer credit decisions require a decision of the majority of the members in attendance at the meeting or who participate in an email vote (minimum 3 in favour), however, if two or more members express strong opposition to the decision, or the committee is unable to decide, the decision will be referred to UEC.
- The TCS will advise UEC on other transfer credit issues.

#### **Reporting**

- The chair will retain a record of all decisions made.

### **COMPOSITION**

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#### **Membership**

- Associate Registrar
- Two UEC members
- At least two additional faculty (as diverse a representation as possible)
- One advisor

#### **Chair**

The TCS will determine a chair each September.

**Memo for New Course**

To:

From: (Department head or Chair of Program Working Group)

Date:

**Subject: Proposal for new course (insert title of course)**

1. Rationale for new course:
2. How this new course fits into program(s):  
*Note: Adding this course to a program will usually require a program change request.*
3. Explain how the course learning outcomes align with the learning outcomes of the program(s):
4. Will this course be required by any program beyond the discipline? If so, how will this course affect that program or programs?
5. Which program areas have been consulted about the course?
6. If a new discipline designation is required, explain why:
7. What consideration has been given to indigenizing the curriculum?
8. If this course is not eligible for PLAR, explain why:
9. Explain how each of the following will affect the budget for your area or any other area:
  - a. Credit value
  - b. Class size limit
  - c. Frequency of offering
  - d. Resources required (labs, equipment)
10. Are field trips required for this course? (Field trip requirements must be announced in the timetable.) How are the trips funded?
11. Estimate of the typical costs for this course, including textbooks and other materials:

**Memo for Course Changes**

To:

From: (Department head or Chair of Program Working Group)

Date:

**Subject: Proposal for revision of (insert title of course)**

1. Summary of changes (select all that apply):

- ☐ Six-year review
- ☐ Number and/or course code
- ☐ Credits and/or total hours
- ☐ Title
- ☐ Calendar description
- ☐ Prerequisites and/or co-requisites (if changes are restrictive, indicate interim and final prereqs)
- ☐ Frequency of course offering
- ☐ Learning outcomes
- ☐ Delivery methods and/or texts and resource materials
- ☐ PLAR options, grading system, and/or evaluation methods
- ☐ Discontinuation of course (no course outline is required)
- ☐ Other – Please specify:

2. Rationale for change:

3. If there are substantial changes to the learning outcomes, explain how they align with the learning outcomes of the program(s):

4. Is this course required by any program beyond the discipline? If so, how will this change affect that program or programs?

5. Which program areas have been consulted about the change(s)?

6. What consideration has been given to indigenizing the curriculum?

7. If this course is not eligible for PLAR, explain why:

8. If any of the following items on the official course outline have changed, explain how the change will affect the budget for your area or any other area:

- a. Credit value
- b. Class size limit
- c. Frequency of offering
- d. Resources required (labs, equipment)

9. Are field trips required for this course? (Field trip requirements must be announced in the timetable.) How are the trips funded?

10. Estimate of the typical costs for this course, including textbooks and other materials:

**Memo for Program Changes**

To:

From: (Department head or Chair of Program Working Group)

Date:

**Subject: Program change (insert program title)**

1. Summary of changes (select all the apply):
  - ☐ Program revision that requires new resources
  - ☐ Addition of new course options or deletion or substitution of a required course
  - ☐ Change to the majority of courses in an approved program
  - ☐ Change to the duration, philosophy, or direction of a program
  - ☐ Addition of a new field of specialization, such as a concentration
  - ☐ Change in requirements for admission
  - ☐ Change in requirements for residency or continuance
  - ☐ Change in admission quotas
  - ☐ Change which triggers an external review
  - ☐ Deletion of a program not included in the Program Discontinuance policy
  - ☐ Other – Please specify:
2. Rationale for change(s):
3. If program outcomes are new or substantially changed, explain how they align with the Institutional Learning Outcomes:
4. What consideration has been given to indigenizing the curriculum?
5. Will additional resources be required? If so, how will these costs be covered?
6. How will students be impacted? (Indicate the projected number of students impacted.) Is the change expected to increase/decrease enrolment in the program?
7. Does the number of required core or elective credits from the program-specific discipline change? If so, will this change the total number of courses to be offered within the discipline?
8. Identify any available resources that will be used to accommodate the program changes. (Eg. seats in existing classes, conversion of sections, timetabling changes, deletion of courses, etc.)
9. Is the number of required or elective courses from other disciplines in the program changing? If so, what is the estimated impact to enrolments in these courses? Provide a memo from the respective dean(s) of the impacted faculty to confirm if budgetary implications have been considered and addressed.
10. Provide a memo from the program's dean to confirm that budgetary implications of the proposed changes have been considered and will be addressed within the faculty budget.

**2014-15 Review of Standing Committees of Senate**

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Standing committees of Senate may submit recommendations for revisions to their terms of reference and membership composition as required. The Senate Governance Committee will initiate a formal review of standing committee operations, terms of reference, and membership composition every three years. Attached is a questionnaire for completion by your committee as part of the first of such reviews. The information collected will serve to identify areas where the Senate Governance Committee can assist to ensure the smooth operation of the business on standing committees. Please submit the completed questionnaire electronically to the Secretariat office, via Monique Castonguay at [monique.castonguay@ufv.ca](mailto:monique.castonguay@ufv.ca).

To ensure any changes or revisions to your standing committee's terms and composition are made before the annual call for membership, please submit answers by January 16, 2015.

**Name of standing committee**

Please check the number which best represents the committee's level of satisfaction: with 0 representing the lowest level of satisfaction and 4 representing total satisfaction.

**1. Membership / Composition**

1.1. Is the committee membership composition satisfactory?

0 ☐    1 ☐    2 ☐    3 ☐    4 ☐

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Comments

Page 2

- 1.2. Are the ex officio and voting component ratios adequate? If not, explain.

0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐

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- 1.3. Does the membership composition adequately reflect the work of the committee? If not, explain.

0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐

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Comments

- 1.4. Does the committee experience challenges in lack of attendance by some of its members at meetings? Does this result in quorum issues at meetings? If so, please elaborate.

0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐

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Comments

- 1.5. Other concerns or suggestions for improvement regarding membership and composition of your committee

## **2. Conduct of Business**

- 2.1. Are the rules for the conduct of business on standing committees (appended to the questionnaire) useful?

Page 3

0 ☐    1 ☐    2 ☐    3 ☐    4 ☐

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Suggestions for improvement and comments

- 2.2. Does the committee understand the procedure for submitting items for decision or information to Senate? Is it clear who represents the committee at Senate for these items?

0 ☐    1 ☐    2 ☐    3 ☐    4 ☐

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### **3. Terms of Reference**

- 3.1. Do the terms of reference reflect the work of your committee? If not, explain.

0 ☐    1 ☐    2 ☐    3 ☐    4 ☐

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- 3.2. What other committees of Senate does your committee work with?

Page 4

3.3. Concerns or suggestions for improvement in areas of joint committee work.

**4. Sub-Committees and Ad Hoc Committees**

4.1. What sub-committees or ad hoc committees has your committee formed? What is the mandate of these committees?

**5. Policies**

5.1. Have there been policies reviewed as a result of the work of this committee?

5.2. Do you have suggestions for policies requiring a review?

5.3. Is your committee aware of how to initiate a policy review? If not, how can SGC and the Secretariat assist?

0 ☐    1 ☐    2 ☐    3 ☐    4 ☐

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Page 5

5.4. Is the process of consultation throughout the university for policy revisions clear?

0 ☐    1 ☐    2 ☐    3 ☐    4 ☐

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Response and Comments

5.5. Does your committee require help with understanding this process? If so, be specific.

0 ☐    1 ☐    2 ☐    3 ☐    4 ☐

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**6. Other Items**

6.1. Please elaborate on areas where the Senate Governance Committee and/or the Secretariat Office might assist your committee.

Page 6

**Standing Committees of Senate**  
**Rules for the Conduct of Business**

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**1. Procedures**

- 1.1. The business of the Senate standing committees shall be conducted by informal discussion. Decisions made by standing committees will be made by motions which are voted upon and recorded in the minutes. Motions will be decided by in-person votes at a meeting or by email only in the circumstances identified in Section 2.2. In-person meetings may include teleconferencing or videoconferencing, at the discretion of the chair. Minutes of the meetings shall be provided to Senate for information.
- 1.2. Quorum for decisions and motions is a minimum of fifty (50) per cent of voting membership.
- 1.3. The chairs of standing committees in which the chair is nominated by the committee and approved by Senate will be no longer than one year and will end on July 31. Senate will approve the nomination of the annual chair.
- 1.4. Chairs of standing committees may speak at Senate on items from standing committees to Senate.
- 1.5. Chairs of standing committees with membership on other standing committees of Senate by virtue of their chairmanship, who wish to appoint a designate, shall notify the Chair of the host committee in advance.
- 1.6. Standing committees will elect a vice-chair annually from its membership who will chair meetings in the absence of the chair and in the event that the chair wishes to be an active participant in discussions. If the chair or vice-chair is absent from a meeting, the committee may appoint an acting vice-chair for that meeting.

**2. Voting**

- 2.1. Resolutions proposed at standing committees may be approved by a majority vote of the voting members present. The committee chair may vote.
- 2.2. Voting on resolutions may be conducted by e-mail and approved if the number of voters attains the quorum requirement of the standing committee and if the resolution is approved by a vote of 75% or greater but only under the following circumstances:
  - a. Where the standing committee has discussed the subject matter of the resolution and requires further alteration or refinement of the motion and resolves that the final resolution may be approved prior to the next scheduled meeting by way of an e-mail vote; OR
  - b. Where the chair and vice chair of the standing committee unanimously agree that exceptional and extenuating circumstances exist that require an approved resolution prior to the next scheduled meeting because of urgency, then an e-mail vote may be conducted under the following additional provisions:
    - i. The rationale for the e-mail vote and its urgency must be communicated to members of the standing committee;
    - ii. Two business days must be set aside for reply-all e-mail comments and questions from standing committee members before e-mail voting may be conducted and then at least three days set aside for voting.

Page 7

- 2.3.** All results of e-mail voting must be reported to the next meeting of the standing committee and entered into the minutes.

**3. Meeting Schedule**

- 3.1.** The following standing committees will meet monthly, unless cancelled by the chair, with a minimum of three meetings per year. If needed, the chair may call a meeting with at least seven days' notice.
- Academic Planning and Priorities Committee
  - Senate Governance Committee
  - Undergraduate Education Committee
- 3.2.** The following standing committees will meet as required, as determined by the committee, with a minimum of three meetings per year. If needed, the chair may call a meeting with at least seven days' notice.
- Senate Awards and Honours Committee
  - Senate Standing Committee for Student Appeals
  - Senate Budget Committee
  - Faculty Standards Committee of Senate
  - Senate Graduate Studies Committee
  - Indigenization Committee of Senate
  - Senate Research Committee

**4. Terms of office**

- 4.1.** The terms of the Senate members on the Senate standing committees shall be the balance of the members' terms on Senate, renewable for additional terms, subject to being re-elected to Senate, except in the case of students, whose terms shall be a maximum of three years, subject to being re-elected to Senate.
- 4.2.** Non-Senate members on the standing committees shall have two-year terms. This does not apply to ex-officio members. Membership for non-members of Senate on the standing committees may be renewed for additional terms.

**5. Attendance**

- 5.1.** Regular attendance is expected of all members of the Senate standing committees.
- 5.2.** Any member of a standing committee who misses two consecutive meetings per year, without prior arrangement with the chair, shall receive written notice from the chair. Any member of a standing committee who misses three consecutive regular meetings per year, without prior arrangement with the Chair, and who has received written notice, shall have his/her membership on the standing committee reviewed by the Senate Governance Committee.

**6. Amendments to the terms of reference**

- 6.1.** Changes to the standing committees' terms of reference and rules for the conduct of business may be submitted, as required, to the Senate Governance Committee for review and, if appropriate, recommended to Senate for approval. The Senate Governance Committee will conduct a formal review of standing committees' terms of reference and membership composition at least every three years and any recommendations for changes be brought to Senate for approval.

**Memo**

**To:** UEC Screening Committee  
**From:** Sheryl MacMath, Teacher Education Program  
**Date:** Sept 29<sup>th</sup>, 2014  
**RE:** TEP NAME CHANGE

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The Teacher Education Program (TEP) is a department within the Faculty of Professional Studies and is represented by a Department Head. I am writing this memo on behalf of the program working group made up of members from the TEP. The PWG is developing a proposal to transform the existing post-degree certificate program of the TEP into a Bachelor of Education as a second degree. In support of the BEd proposal, we have recognized the need to revisit and revise our name as a department. This memo details the background and rationale for the suggested name change of the TEP to “Teacher Education Department”. By way of this communication, we are seeking UEC approval to move forward with the change.

**Rationale:**

Currently, TEP is the only division within the Faculty of Professional Studies that is named by the program rather than the collection of studies within that department. This inconsistency is notable even when perusing the faculty website.

**Comparable Program Names in Canada:**

In reviewing companion programs in B.C. and Alberta, most Teacher Education programs are housed in department, faculties or schools. They are named as programs within those categories, such as Professional Development Program in the Faculty of Education at Simon Fraser University.

**Cost Implications:**

There are minimal cost implications related to signage and labeling of materials for future cohorts. This is easily accommodated within existing budgets.

**Desired Time Frame for Change:**

This was approved by Faculty Council in September 2014. We are seeking UEC approval as soon as possible following this.