



UNDERGRADUATE EDUCATION COMMITTEE (UEC) MEETING
November 26, 2021 - 10:00 AM
A225

AGENDA

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Page

**1. APPROVAL OF THE AGENDA**

**2. APPROVAL OF UEC MINUTES**

4 - 6      **2.1.** UEC draft minutes: October 29, 2021

MOTION: To approve the draft minutes as presented.

**3. COURSES AND PROGRAMS**

7 - 20      **3.1. Biology**

Changes including title and prerequisites: BIO 306

Changes including prerequisites, course number, and cross-listing as BIO:  
BIOC 412/BIO 412 (formerly BIOC 402)

New course: BIO 418, Ethnobotany

MOTION: To approve the BIO 306 course outline as presented.

MOTION: To approve the BIOC 412/BIO 412 course outlines as presented.

MOTION: To approve the new BIO 418 course outline as presented.

21 -      **3.2. Communications**

25      Changes including prerequisites: CMNS 300/JRNL 300

MOTION: To approve the CMNS 300/JRNL 300 course outline as presented.

26 -      **3.3. Global Development Studies**

34      New course: GDS 204, Development in Sub-Saharan Africa

New course: GDS 332, Refugees, Displacement, and Development

MOTION: To approve the new GDS 204 and GDS 332 course outlines as presented.

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### **3.4. Social Work and Human Services**

Discontinuation: HSER 292

MOTION: To approved the discontinuation of HSER 292 as presented.

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### **3.5. Business**

Addition of Co-operative Education option: Bachelor of Business Administration (Aviation)

Addition of Co-operative Education option: Business Administration (Aviation) diploma

Addition of MATH 111 as an option: Business programs:

- Bachelor of Business Administration
- Bachelor of Business Administration (Aviation)
- Business Administration (Aviation) diploma
- Accounting major
- Finance major
- Human Resource Management major
- International Business major
- Marketing major
- Bachelor of Business Administration for Agriculture Management
- Bachelor of Business Administration for Trades Management
- Bachelor of Business Administration Honours
- Bachelor of Business Administration (Aviation) Honours

MOTION: To recommend the addition of Co-operative Education to the Bachelor of Business Administration (Aviation) and Business Administration (Aviation) diploma as presented, effective September 2022.

MOTION: To approve the addition of MATH 111 as an option to the Business programs as presented, effective May 2022.

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### **3.6. Computing**

Changes to entrance and program requirements: Coding Skills associate certificate

MOTION: To recommend the changes to the Coding Skills associate certificate entrance requirements as presented, effective September 2022.

MOTION: To approve the changes to the Coding Skills associate certificate program requirements as presented, effective May 2022.

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### **3.7. Graphic and Digital Design**

Change to program requirements: Graphic and Digital Design minor

MOTION: To recommend the changes to the Graphic and Digital Design minor, effective September 2022.

## **4. OTHER BUSINESS/DISCUSSION ITEMS**

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- 4.1. APPC report**
- 4.2. Senate report**
- 4.3. Senate Teaching and Learning Committee report**
- 4.4. Policy Subcommittee report**
- 4.5. Admissions Subcommittee membership**

**5. INFORMATION ITEMS**

56 -  
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- 5.1. Academic Misconduct Report 2020/21**
- 5.2. Minor course changes** (outlines will be available at [www.ufv.ca/calendar/courseoutlines](http://www.ufv.ca/calendar/courseoutlines))  
ECE 296

**6. ADJOURNMENT**



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

October 29, 2021  
10:00 AM - A225  
Abbotsford Campus

### **DRAFT MINUTES**

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**PRESENT:** Ian Affleck, Adrianna Bakos, Jennifer Browne, Claire Carolan, Claire Hay, Nicholas Johnson, Amber Johnston, David Johnston, Gilmour Joep, Selena Karli, Randy Kelley, Dana Landry, David McGuire, Theresa Mulder, Sarbjot Nijjar, Linda Pardy, Samantha Patridge, Vanessa Radzinski, Ravneet Sohal, Shelley Stefan, and Sven Van de Wetering  
**ABSENT:** Vlad Dvoracek, Shirley Hardman, Carl Janzen, and Elaine Newman  
**GUESTS:** Sarah Graham, Bobbi Jaswal, Lin Long, Marlene Murray, Barbara Salingre, Jason Thomas  
**RECORDER:** Amanda Grimson

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

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

2.1. UEC draft minutes: October 1, 2021

**MOTION:**

To approve the draft minutes as presented.  
CARRIED

#### **3. COURSES AND PROGRAMS**

##### **3.1. Teacher Education**

Review with changes including prerequisites: EDUC 481, 482, 483

**MOTION:**

To approve the EDUC course outlines as presented.  
CARRIED

##### **3.2. Chemistry**

Change to program requirements: Chemistry Honours

Change to program requirements: Chemistry major

**MOTION:**

To approve the changes to the Chemistry Honours as presented, effective May 2022.  
CARRIED

**MOTION:**

To approve the changes to the Chemistry major as presented, effective May 2022.  
CARRIED

##### **3.3. Physics**

Change to program requirements: Physics major

**MOTION:**

To approve the changes to the Physics major program requirements as presented, effective May 2022.

CARRIED

**4. OTHER BUSINESS/DISCUSSION ITEMS**

**4.1. Academic calendar changes and deadlines**

Deadlines for the annual calendar and Fall and Winter updates were discussed. For consistency, the deadlines for new programs, program discontinuance, and program suspension will be tied to specific UEC meeting dates. To accommodate the heavier February and March UEC meetings, additional time will be scheduled for these meetings.

**4.2. APPC report**

APPC has not met since UEC's last meeting.

**4.3. Senate report**

There were no items from UEC at the last Senate meeting. Senate discussed which programs will be moving to the Mission campus, the Posthumous Credentials policy (199), and the Student Academic Misconduct policy (70).

There is still a need for a records retention and disposition schedule to guide faculty retention of student misconduct records. In the meantime, the Registrar advised that records should typically be kept until the student graduates or until 36 months after their last registration.

The Academic Misconduct Report will be included as an information item in the November 26 UEC agenda package.

**4.4. Senate Teaching and Learning Committee report**

This committee has elected a chair, established members of the Teaching Excellence Award committee, and discussed a new course evaluation form.

**4.5. Policy Subcommittee report**

This subcommittee will be meeting again after this UEC meeting. Policies updates:

- Policy 21 (Undergraduate Course and Program Approval) has been submitted to SGC with feedback and should be finalized soon.
- Policy 101 (Grading System) will be sent for wider consultation.
- Policy 107 (Transfer Credit) will go to SGC shortly.
- Policy 207 (Undergraduate Directed Studies, Special Topics & Independent Study Courses) has been discussed and sent for consultation, but some additional suggestions will be considered.

- Policy 99 (English Language Proficiency Requirement) has been sent to deans and UFV International for initial feedback.

**5. INFORMATION ITEMS**

- 5.1. Minor course changes** (outlines will be available at [www.ufv.ca/calendar/courseoutlines](http://www.ufv.ca/calendar/courseoutlines))  
GEOG 130

**6. ADJOURNMENT**

The meeting was adjourned at 10:31 am.

**Memo for Course Changes**

To: UEC

From: Greg Schmaltz, Biology Department Head

Date: Feb. 2021

**Subject: Proposal for revision of BIO 306 Comparative Vertebrate....**

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
- ☐ 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
- ☐ Other – Please specify:

2. Rationale for change: *Revised to allow more student flexibility in taking course. BIO306 does not require BIO 305 as a prerequisite except for some background information on classification which will be included in the new BIO 306 offering.*

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)? *BIO Curriculum Committee*

6. What consideration has been given to indigenizing the curriculum? *Indigenization is encouraged at the program level through breadth/elective requirements where students can choose from courses where indigenization is appropriate to the course content and discipline.*

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: *None of these items have changed.*

- 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? *No*
10. Estimate of the typical costs for this course, including textbooks and other materials:



**ORIGINAL COURSE IMPLEMENTATION DATE:** September 1994  
**REVISED COURSE IMPLEMENTATION DATE:** May 2022  
**COURSE TO BE REVIEWED** (six years after UEC approval): November 2027  
**Course outline form version:** 05/18/2018

## 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> BIO 306                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           | <b>Number of Credits:</b> 4 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                   |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Course Full Title:</b> Vertebrate Organ Systems<br><b>Course Short Title:</b><br><i>(Transcripts only display 30 characters. Departments may recommend a short title if one is needed. If left blank, one will be assigned.)</i>                                                                                                                                                                                                                                                                                                                                                                                                                                               |           |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Faculty:</b> Faculty of Science                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |           | <b>Department (or program if no department):</b> Biology                                                                                                                                                                                                                                                                                 |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Calendar Description:</b><br>Focuses on the comparative anatomy and physiology of vertebrate organ systems. Organ systems covered in this course include cardiovascular, respiratory, digestive, excretory, reproductive, and lymphatic/immune.                                                                                                                                                                                                                                                                                                                                                                                                                                |           |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           | Any three 200-level biology courses. Note: BIO 305 is recommended.                                                                                                                                                                                                                                                                       |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Pre/corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Antirequisite Courses</b> <i>(Cannot be taken for additional credit.)</i><br>Former course code/number:<br>Cross-listed with:<br>Dual-listed with:<br>Equivalent course(s):<br><i>(If offered in the previous five years, antirequisite course(s) will be included in the calendar description as a note that students with credit for the antirequisite course(s) cannot take this course for further credit.)</i>                                                                                                                                                                                                                                                            |           | <b>Special Topics</b> <i>(Double-click on boxes to select.)</i><br>This course is offered with different topics:<br><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <i>(If yes, topic will be recorded when offered.)</i>                                                                                            |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           | <b>Independent Study</b><br>If offered as an Independent Study course, this course may be repeated for further credit: <i>(If yes, topic will be recorded.)</i><br><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, repeat(s) <input type="checkbox"/> Yes, no limit                                                 |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           | <b>Transfer Credit</b><br>Transfer credit already exists: (See <a href="#">bctransferguide.ca</a> )<br><input type="checkbox"/> No <input checked="" type="checkbox"/> Yes<br>Submit outline for (re)articulation:<br><input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <i>(If yes, fill in transfer credit form.)</i> |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Typical Structure of Instructional Hours</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Lecture/seminar hours</td> <td style="text-align: center;">45</td> </tr> <tr> <td>Tutorials/workshops</td> <td></td> </tr> <tr> <td>Supervised laboratory hours</td> <td style="text-align: center;">45</td> </tr> <tr> <td>Experiential (field experience, practicum, internship, etc.)</td> <td></td> </tr> <tr> <td>Supervised online activities</td> <td></td> </tr> <tr> <td>Other contact hours:</td> <td></td> </tr> <tr> <td style="text-align: right;"><b>Total hours</b></td> <td style="text-align: center;"><b>90</b></td> </tr> </table> |           | Lecture/seminar hours                                                                                                                                                                                                                                                                                                                    | 45 | Tutorials/workshops |  | Supervised laboratory hours | 45 | Experiential (field experience, practicum, internship, etc.) |  | Supervised online activities |  | Other contact hours: |  | <b>Total hours</b> | <b>90</b> | <b>Grading System</b><br><input checked="" type="checkbox"/> Letter Grades <input type="checkbox"/> Credit/No Credit |  |
| Lecture/seminar hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 45        |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| Tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |           |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| Supervised laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 45        |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| Experiential (field experience, practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| Supervised online activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| Other contact hours:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Total hours</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>90</b> |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| Labs to be scheduled independent of lecture hours: <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           | <b>Maximum enrolment (for information only):</b> 24<br><b>Expected Frequency of Course Offerings:</b><br>Every second year <i>(Every semester, Fall only, annually, etc.)</i>                                                                                                                                                            |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Department / Program Head or Director:</b> Gregory Schmaltz                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |           | <b>Date approved:</b> February 2021                                                                                                                                                                                                                                                                                                      |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           | <b>Date approved:</b> April 30, 2021                                                                                                                                                                                                                                                                                                     |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |           | <b>Date of meeting:</b> November 26, 2021                                                                                                                                                                                                                                                                                                |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |

**Learning Outcomes:**

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

1. Compare and contrast the physiology and anatomy of the circulatory system of vertebrates.
2. Assess the efficiency of the different types of gas exchange organs used in vertebrates.
3. Examine the variety of homeostatic mechanisms seen in vertebrates.
4. Analyze the physiological mechanisms of vertebrate kidneys.
5. Compare the anatomy and physiology of vertebrate digestive systems.
6. Interpret the evolutionary advantages of endothermy vs ectothermy.
7. Contrast the reproductive systems in vertebrates.

**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.*)

Lectures, laboratories, small group discussions, audio-visual presentations.

**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.*)

|    | <b>Author (surname, initials)</b>                                      | <b>Title (article, book, journal, etc.)</b> | <b>Current ed.</b>                  | <b>Publisher</b> | <b>Year</b> |
|----|------------------------------------------------------------------------|---------------------------------------------|-------------------------------------|------------------|-------------|
| 1. | Karel F. Liem, William E. Bemis,<br>Warren F. Walker Jr., Lance Grande | Functional Anatomy of the Vertebrates       | <input checked="" type="checkbox"/> | Brooks Cole      | 2000        |
| 2. |                                                                        |                                             | <input type="checkbox"/>            |                  |             |

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

**Typical Evaluation Methods and Weighting**

|                |     |              |     |                   |   |                     |      |
|----------------|-----|--------------|-----|-------------------|---|---------------------|------|
| Final exam:    | 35% | Assignments: | %   | Field experience: | % | Portfolio:          | %    |
| Midterm exam:  | 25% | Project:     | %   | Practicum:        | % | Oral presentations: |      |
| Quizzes/tests: | 10% | Lab work:    | 30% | Shop work:        | % | Total:              | 100% |

**Details (if necessary):**

**Typical Course Content and Topics**

- Integration of physiological systems: review of taxonomy, physiological system overview
- Circulation: anatomical comparisons, heart rate control, peripheral circulation patterns
- Acid/base balance and gas exchange: gas transfer, gills vs lungs, pH in body fluids
- Ionic and osmotic control:
  - Osmoregulation in aquatic and terrestrial organisms
  - Nephron structure/function
  - Ammonotelic, ureotelic, and uricotelic vertebrates
- Digestion and metabolism: feeding, alimentary systems, nutritional requirements
- Immunology of vertebrates: cells of immune system, lymphatic circulation
- Environmental aspects of physiology:
  - Ectothermy, endothermy, body size vs metabolic rate
  - Adaptations to extreme environments
- Reproduction of vertebrates: reproductive strategies

**Laboratory experiments:**

- Computer simulation of mammalian cardiovascular system
- Computer simulation of the effect of drugs and hormones on heart rate and BP in mammals
- Human EKG lab
- Pending availability, dissection of already prepared dogfish specimens and examination of circulatory, digestive, excretory, and reproductive systems
- Pending availability, dissection of already prepared mudpuppy specimens and examination of circulatory, digestive, excretory, and reproductive systems
- Pending availability, dissection of already prepared cat specimens and examination of circulatory, digestive, excretory, and reproductive systems
- Determination of standard metabolic rate

**Memo for Course Changes**

To: UEC

From: Greg Schmaltz, Biology Department Head

Date: Feb. 2021

**Subject: Proposal for revision of BIO 412/BIOC 412 Advanced Metabolism (formerly BIOC 402)**

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
- ☐ 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
- ☒ Other – Please specify: *Responsible DEPARTMENT – Biology, Cross listed course = BIOC 412*

1. Rationale for change: *Revised to allow BIOLOGY to run this new course (first time offered). This course is currently BIOC 402, but since there was a previous Biology course named BIO 402 we suggest that this cross-listed course be named BIO 412/BIOC 412.*
2. If there are substantial changes to the learning outcomes, explain how they align with the learning outcomes of the program(s):
3. Is this course required by any program beyond the discipline? If so, how will this change affect that program or programs?
4. Which program areas have been consulted about the change(s)? *BIO Curriculum Committee and Chemistry department*
5. What consideration has been given to indigenizing the curriculum? *Indigenization is encouraged at the program level through breadth/elective requirements where students can choose from courses where indigenization is appropriate to the course content and discipline.*
6. If this course is not eligible for PLAR, explain why:
7. 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: *None of these items have changed.*
  - a. Credit value
  - b. Class size limit
  - c. Frequency of offering
  - d. Resources required (labs, equipment)
8. Are field trips required for this course? (Field trip requirements must be announced in the timetable.) How are the trips funded? *No*

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

**CWC comment and response:**

- Screening is not convinced that there is adequate rationale to cross-list this course as BIO, and recommends that it remain as BIOC only. A memo from the Dean will be required to support cross-listing.

*The NEW Biochemistry major has been set up to use Biology, Chemistry and Biochemistry courses as the basis for the major. Since there is no Biochemistry department these courses have been housed in the Biology and Chemistry departments. Many of these Biochemistry courses are cross-listed as BIO/BIOC (e.g. BIO320/BIOC320, BIO403/BIOC403, BIO414/BIOC414) or CHEM/BIOC (e.g. CHEM350/BIOC350, CHEM401/BIOC401) to allow biology and chemistry students to take these courses as part of their Biology or Chemistry majors. If we do NOT cross-list the course then a course housed in Biology (like BIO402/BIOC402) would not be offered to Biology students as part of their upper level biology credits (even though it is a Biology course). We strongly recommend that this course is cross-listed the same as ALL the other BIOC courses described above.*

*A memo from the Associate Dean is attached.*



## MEMO

**To:** UEC Screening  
**From:** Ian Affleck, Associate Dean, Faculty of Science  
**CC:** Ben Vanderlei, FSCC Chair  
Lucy Lee, Dean of Science  
Gregory Schmaltz, Department Head, Biology  
Jason Thomas, Department Head, Chemistry  
**Date:** 2021-10-06  
**Re:** Cross-listing of BIOC 402 and BIO 412

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Please accept this memo as approval from the Office of the Dean, Faculty of Science, of the proposed new course BIO 412 as a cross-listing of the existing course BIOC 402.

The challenges of creating a cross-listing are understood, particularly with respect to transfer requests. Department heads of Chemistry (where Biochemistry resides) and Biology are aware that when BIOC 402 and BIO 412 are sent for transfer assessment, they may receive different treatment by separate receiving departments at some institutions.

However, we believe that the advantage that cross-listing provides in terms of flexibility of course title for a student outweighs this potential cost. Many students taking this course will be Biology major or minor students. If only a BIOC version exists, then Biology students may avoid it, and course enrollment might be low. Meanwhile, having some courses in the Biochemistry major that are appropriately labelled as biochemistry courses lends credibility to the program, and may help students transfer their credits into Biochemistry programs elsewhere, such as at UBC.



ORIGINAL COURSE IMPLEMENTATION DATE: September 2016  
 REVISED COURSE IMPLEMENTATION DATE:  
 COURSE TO BE REVIEWED: (six years after UEC approval) December 2021  
 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> BIO 412                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |           | <b>Number of Credits:</b> 3 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                            |    |                              |   |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Course Full Title:</b> Advanced Metabolism                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |   |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Course Short Title (if title exceeds 30 characters):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |   |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Faculty:</b> Faculty of Science                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |           | <b>Department (or program if no department):</b> Biology                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |    |                              |   |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Calendar Description:</b><br><br>Provides a detailed examination of selected primary and secondary metabolic pathways and their relationship to human health and disease.<br><br>Note: This course is offered as BIOC 402 and BIO 402. Students may take only one of these for credit.                                                                                                                                                                                                                                                                                                                                                                                                                             |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |   |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           | BIO 320/BIOC 320. Note: 6 credits of 200-level or higher Chemistry are recommended.                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |   |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           | NONE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |    |                              |   |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Pre/corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           | NONE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |    |                              |   |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Equivalent Courses (cannot be taken for additional credit)</b><br>Former course code/number: <b>BIOC 402</b><br>Cross-listed with: <b>BIOC 412</b><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 type="checkbox"/> No<br><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 style="text-align: center;">45</td></tr> <tr><td>Seminars/tutorials/workshops</td><td style="text-align: center;">0</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 style="text-align: right;"><b>Total</b></td><td style="text-align: center;"><b>45</b></td></tr> </table> |           | Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 45 | Seminars/tutorials/workshops | 0 | 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><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><br><i>Note: The specific topic will be recorded when offered.</i> |  |
| Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 45        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |   |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| Seminars/tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 0         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |   |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| 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> 24<br><br><b>Expected frequency of course offerings (every semester, annually, every other year, etc.):</b> annually                                                                                                                                                                                                                                                                                                                                                             |    |                              |   |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Department / Program Head or Director:</b> Gregory Schmaltz                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |           | <b>Date approved:</b> February 10, 2021                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |    |                              |   |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           | <b>Date approved:</b> April 30, 2021                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |    |                              |   |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |           | <b>Date of meeting:</b> November 26, 2021                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |    |                              |   |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |

**BIOC 412**

**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. Explain the role of the pentose phosphate pathway and its primary role in anabolism and nucleotide biosynthesis.
2. Describe nucleotide biosynthesis and nucleotide catabolism pathways as well as the regulatory steps involved.
3. Explain the role of *de novo* nucleotide biosynthesis and nucleotide synthesis via salvage pathways.
4. Discuss the role of mutations and enzymatic deficiencies in metabolic pathways and their effects on human health and disease.
5. Describe tissue-specific metabolism in humans and how each tissue plays a specific role in metabolic processes.
6. Describe hormonal regulation and its overall effects on fuel metabolism.
7. Discuss the biochemical and hormonal regulation of body mass and obesity.
8. Analyze metabolic data sets collaboratively with other students through problem-based learning (PBL) sessions.
9. Predict the metabolic consequence of a defect in a specific biochemical pathway.
10. Discuss the "genomic revolution" and the impact of genetic-based drugs on human health and disease.

**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)**

Lectures, problem sets, group research and presentation assignments

**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. Berg et al.             | Biochemistry 9 <sup>th</sup> Edition                          | <input checked="" type="checkbox"/> | Freeman   | 2019 |
| 2. Nelson and Cox          | Lehninger: Principles of Biochemistry 7 <sup>th</sup> Edition | <input checked="" type="checkbox"/> | Freeman   | 2017 |
| 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:     | 30% | Assignments: | 10% | Midterm exam:     | 30% | Practicum: | %    |
| Quizzes/tests:  | 10% | Lab work:    |     | Field experience: | %   | Shop work: | %    |
| Group projects: | 20% | Other:       | %   | Other:            | %   | Total:     | 100% |

**Details (if necessary):** Team work is evaluated as part of group project and is based upon peer evaluation, team workload plan, and the quality of the final report.

**Typical Course Content and Topics**

- Course introduction and role of pentose phosphate pathway on anabolism
- Nucleotide anabolism and catabolism in humans (*de novo* pathways and salvage pathways)
- Regulation of nucleotide biosynthesis; case studies on gout, Lesch-Nyhan syndrome, and orotic aciduria
- Tissue-specific metabolism
- Hormonal regulation and fuel metabolism
- Biochemical and hormonal regulation of body mass and obesity
- Analysis of metabolic data sets and PBL sessions
- Oral presentations: The genomic revolution: genetic-based drugs and their future on human health and disease


**ORIGINAL COURSE IMPLEMENTATION DATE:**
**REVISED COURSE IMPLEMENTATION DATE:**
**COURSE TO BE REVIEWED** (six years after UEC approval): November 2027

**Course outline form version:** 10/27/2017

## OFFICIAL UNDERGRADUATE CROSS-LISTED OUTLINE FORM

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

|                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                            |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Course Code and Number:</b> BIOC 412                                                                                                                                                                                                                                                                                                                                                                                                        | <b>Number of Credits:</b> 3 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                                     |
| <b>Course Full Title:</b> Advanced Metabolism                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                            |
| <b>Course Short Title:</b><br>(Transcripts only display 30 characters. Departments may recommend a short title if one is needed. If left blank, one will be assigned.)                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                            |
| <b>Faculty:</b> Faculty of Science                                                                                                                                                                                                                                                                                                                                                                                                             | <b>Department (or program if no department):</b> Biology                                                                                                                                                                                                                                                                                                   |
| <b>Official Course Outline:</b><br>This is a cross-listed course. Please refer to <b>BIO 402</b> for the official course outline.                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                            |
| <b>Calendar Description:</b><br>Provides a detailed examination of selected primary and secondary metabolic pathways and their relationship to human health and disease.<br><br>Note: This course is offered as BIOC 402 and BIO 402. Students may take only one of these for credit.                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                            |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                | BIO 320/BIOC 320. Note: 6 credits of 200-level or higher Chemistry are recommended.                                                                                                                                                                                                                                                                        |
| <b>Corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                            |
| <b>Pre/corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                            |
| <b>Antirequisite Courses</b> (Cannot be taken for additional credit.)<br>Former course code/number: <b>BIOC 402</b><br>Cross-listed with: <b>BIO 412</b><br>Dual-listed with:<br>Equivalent course(s):<br><i>(If offered in the previous five years, antirequisite course(s) will be included in the calendar description as a note that students with credit for the antirequisite course(s) cannot take this course for further credit.)</i> | <b>Transfer Credit</b><br>Transfer credit already exists: (See <a href="http://bctransferguide.ca">bctransferguide.ca</a> .)<br><input type="checkbox"/> No <input checked="" type="checkbox"/> Yes<br>Submit outline for (re)articulation:<br><input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (If yes, fill in transfer credit form.) |
| <b>Department / Program Head or Director:</b> Gregory Schmaltz                                                                                                                                                                                                                                                                                                                                                                                 | <b>Date approved:</b> February 10, 2021                                                                                                                                                                                                                                                                                                                    |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                | <b>Date approved:</b> April 30, 2021                                                                                                                                                                                                                                                                                                                       |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                        | <b>Date of meeting:</b> November 26, 2021                                                                                                                                                                                                                                                                                                                  |

**Memo for New Course**

To: UEC

From: Gregory Schmaltz, Biology Department Head

Date: July 13, 2021

**Subject: Proposal for new course BIO 418 Ethnobotany**

1. Rationale for new course: regularization of BIO 421Q. This course has been previously offered as a 4-credit hours course and enrollment is excellent. Standard upper level biology course regularly offered at other universities.

2. How this new course fits into program(s):

Strengthens the indigenous content of the Biology Department curriculum.

Meets the needs of students taking the Ecology and Biology of Organisms Concentration

**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):

The learning outcomes have been adjusted to align with department ILO's.

4. Will this course be required by any program beyond the discipline? If so, how will this course affect that program or programs? No.

5. Which program areas have been consulted about the course? BIO Curriculum Committee

6. If a new discipline designation is required, explain why: NA

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

This course strengthens our indigenous content within our discipline. Students will differentiate between the main categories of plant use by indigenous/traditional peoples and identify how plant value depends on cultural context; both material and spiritual. Students will critically analyze how traditional plant knowledge has been utilized in our modern world. Students will develop an understanding of how indigenous culture's use of plants can lead to the development of new medicines, and the bioethics surrounding the use of indigenous people's knowledge. In the lab, students will investigate the bioactivity of extracts from local plants using indigenous peoples' knowledge of plants with medicinal properties, such as Devils club.

8. If this course is not eligible for PLAR, explain why: N/A

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)

This course has been regularly offered as BIO 421Q, 4 credits, 24 students, every year or other year. Regularizing this course will not require any additional resources.

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

No, field trips are not required.

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

Student cost would typically be about \$50-150 (depending upon used, electronic, or new textbook).



ORIGINAL COURSE IMPLEMENTATION DATE: May 2022  
 REVISED COURSE IMPLEMENTATION DATE:  
 COURSE TO BE REVIEWED (six years after UEC approval): November 2027  
 Course outline form version: 05/18/2018

## 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> BIO 418                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           | <b>Number of Credits:</b> 4 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                                                  |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Course Full Title:</b> Ethnobotany<br><b>Course Short Title:</b><br><i>(Transcripts only display 30 characters. Departments may recommend a short title if one is needed. If left blank, one will be assigned.)</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           |                                                                                                                                                                                                                                                                                                                                                                         |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Faculty:</b> Faculty of Science                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |           | <b>Department (or program if no department):</b> Biology                                                                                                                                                                                                                                                                                                                |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Calendar Description:</b><br>The relationship between plants and human cultures, with a focus on the indigenous peoples and environments of northwestern North America. Use of plants as foods, materials and medicines, plant nomenclature and folk classification, and the role of plants in religion and mythology.<br><br>Note: Students with credit for BIO 421Q cannot take this course for further credit.                                                                                                                                                                                                                                                              |           |                                                                                                                                                                                                                                                                                                                                                                         |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           | 60 university-level credits including BIO 210.                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           |                                                                                                                                                                                                                                                                                                                                                                         |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Pre/corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |                                                                                                                                                                                                                                                                                                                                                                         |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Antirequisite Courses</b> <i>(Cannot be taken for additional credit.)</i><br>Former course code/number: <b>BIO 421Q</b><br>Cross-listed with:<br>Dual-listed with:<br>Equivalent course(s):<br><i>(If offered in the previous five years, antirequisite course(s) will be included in the calendar description as a note that students with credit for the antirequisite course(s) cannot take this course for further credit.)</i>                                                                                                                                                                                                                                            |           | <b>Special Topics</b> <i>(Double-click on boxes to select.)</i><br>This course is offered with different topics:<br><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <i>(If yes, topic will be recorded when offered.)</i>                                                                                                                           |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           | <b>Independent Study</b><br>If offered as an Independent Study course, this course may be repeated for further credit: <i>(If yes, topic will be recorded.)</i><br><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, repeat(s) Yes, no limit                                                                                                         |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           | <b>Transfer Credit</b><br>Transfer credit already exists: <i>(See <a href="http://bctransferguide.ca">bctransferguide.ca</a>.)</i><br><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes<br>Submit outline for (re)articulation:<br><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <i>(If yes, fill in transfer credit form.)</i> |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Typical Structure of Instructional Hours</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Lecture/seminar hours</td> <td style="text-align: center;">45</td> </tr> <tr> <td>Tutorials/workshops</td> <td></td> </tr> <tr> <td>Supervised laboratory hours</td> <td style="text-align: center;">45</td> </tr> <tr> <td>Experiential (field experience, practicum, internship, etc.)</td> <td></td> </tr> <tr> <td>Supervised online activities</td> <td></td> </tr> <tr> <td>Other contact hours:</td> <td></td> </tr> <tr> <td style="text-align: right;"><b>Total hours</b></td> <td style="text-align: center;"><b>90</b></td> </tr> </table> |           | Lecture/seminar hours                                                                                                                                                                                                                                                                                                                                                   | 45 | Tutorials/workshops |  | Supervised laboratory hours | 45 | Experiential (field experience, practicum, internship, etc.) |  | Supervised online activities |  | Other contact hours: |  | <b>Total hours</b> | <b>90</b> | <b>Grading System</b><br><input checked="" type="checkbox"/> Letter Grades <input type="checkbox"/> Credit/No Credit |  |
| Lecture/seminar hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 45        |                                                                                                                                                                                                                                                                                                                                                                         |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| Tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |           |                                                                                                                                                                                                                                                                                                                                                                         |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| Supervised laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 45        |                                                                                                                                                                                                                                                                                                                                                                         |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| Experiential (field experience, practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           |                                                                                                                                                                                                                                                                                                                                                                         |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| Supervised online activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           |                                                                                                                                                                                                                                                                                                                                                                         |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| Other contact hours:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           |                                                                                                                                                                                                                                                                                                                                                                         |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Total hours</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>90</b> |                                                                                                                                                                                                                                                                                                                                                                         |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           | <b>Maximum enrolment (for information only):</b> 24<br><b>Expected Frequency of Course Offerings:</b> 2 years<br><i>(Every semester, Fall only, annually, etc.)</i>                                                                                                                                                                                                     |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| Labs to be scheduled independent of lecture hours: <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           |                                                                                                                                                                                                                                                                                                                                                                         |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Department / Program Head or Director:</b> Gregory Schmaltz                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |           | <b>Date approved:</b> July 2021                                                                                                                                                                                                                                                                                                                                         |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           | <b>Date approved:</b> October 8, 2021                                                                                                                                                                                                                                                                                                                                   |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |           | <b>Date of meeting:</b> November 26, 2021                                                                                                                                                                                                                                                                                                                               |    |                     |  |                             |    |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |

**BIO 418**

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

Page 2 of 4

**Learning Outcomes:**

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

1. Identify the relationships between plants and indigenous/traditional cultures.
2. Summarize how botany and biochemistry are used in identifying and understanding the ethnobotanical value of a given plant species.
3. Demonstrate the skills and methods used to collect, classify and preserve plant materials.
4. Differentiate the main categories of plant use by indigenous/traditional peoples and identify how plant value depends on cultural context, both material and spiritual.
5. Critically analyze how traditional plant knowledge has been utilized in our modern world, and the bioethics of using indigenous knowledge.
6. Develop an understanding of the use of plants in indigenous cultures.
7. Design a laboratory exercise to investigate the indigenous use of plant materials.

**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.*)

Lectures will include: student presentations, demonstrations, small group discussions, audio-visual presentation, the use of models, videos, PowerPoint presentations, and charts.

Laboratory exercises, in a series of three-hour laboratory sessions, will complement the materials given in 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          | Title (article, book, journal, etc.)                                                                                         | Current ed.                         | Publisher | Year |
|-----------------|------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-----------|------|
| 1. Schultes     | Ethnobotany: evolution of a discipline                                                                                       | <input checked="" type="checkbox"/> |           | 2008 |
| 2. Nancy Turner | Ancient pathways, ancestral knowledge: ethnobotany and ecological wisdom of indigenous peoples of northwestern North America | <input checked="" type="checkbox"/> | McGill    | 2014 |
| 3.              |                                                                                                                              | <input type="checkbox"/>            |           |      |

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

**Typical Evaluation Methods and Weighting**

|                |     |              |     |                   |   |            |      |
|----------------|-----|--------------|-----|-------------------|---|------------|------|
| Final exam:    | 40% | Assignments: | 10% | Field experience: | % | Portfolio: | %    |
| Midterm exam:  | 20% | Project:     | 10% | Practicum:        | % | Other:     | %    |
| Quizzes/tests: | %   | Lab work:    | 20% | Shop work:        | % | Total:     | 100% |

**Details (if necessary):**

**Typical Course Content and Topics**

- Origins of agriculture
- Stimulating beverages
- Herbs and spices
- Starchy staples
- Legumes
- Grasses
- Medicinal plants
- Psychoactive plants
- Poisonous and allergy plants

**Laboratory exercises:**

- What's in food: carbohydrates, proteins, Vitamin C, lipids
- Bioactivity of Plants: potential identification of medicinal plants – two labs
- Plant structural materials – wood and fibers
- The spice of life – the sources and biochemistry of spices
- Students design and present short labs

**Memo for Course Changes**

To: College of Arts Curriculum Committee  
 From: Communications Curriculum Committee  
 Date: May 20, 2021

**Subject: Proposal for revision of CMNS 300****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
- ☐ 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
- ☐ Other – Please specify:

**2. Rationale for change:** The calendar description now reflects the students' use of digital tools in the course activities and assessments. The course outcomes are now in line with our department/the College of Arts' expectations around CLO articulation.

The outcomes also now reflect an emphasis on the instruction of ethical approaches to journalistic interviewing and a consideration of diverse audiences. While the course instructs students on how to conduct journalistic interviews, as opposed to ethnographic interviews, ethical interviewing, as it is communicated through industry standards includes a consideration of power and the responsibility of the journalist to act ethically in the process of gathering information.

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

The changes to the course outcomes were minor and don't constitute a substantial change. The two notable changes are the addition of an outcome regarding the importance of journalistic storytelling, and three outcomes focused on the use of digital tools. All of the new outcomes ask that the students either demonstrate competency in creating professional messages and/or model effective and professional communication skills for organization and culturally diverse contexts.

**4. Is this course required by any program beyond the discipline? If so, how will this change affect that program or programs? N/A****5. Which program areas have been consulted about the change(s)?**

The revised outline is finalized based on consultation within the Communications department.

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

The course outline now reflects the importance of using storytelling as part of journalistic practice.

The course will also integrate Indigenous ways of knowing and communicating into our instruction around reaching, and engaging, with audiences.

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

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 N/A
- b. Class size limit N/A
- c. Frequency of offering N/A
- d. Resources required (labs, equipment) N/A

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

No.

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

The costs of textbooks are between \$70 and \$160, depending on whether the student gets a digital or hard-copy version of the textbooks.



**ORIGINAL COURSE IMPLEMENTATION DATE:** May 2009  
**REVISED COURSE IMPLEMENTATION DATE:** May 2022  
**COURSE TO BE REVIEWED** (six years after UEC approval): November 2027  
**Course outline form version:** 09/08/2021

## 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> CMNS 300                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>Number of Credits:</b> 3 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                                                                                                                                                                            |    |                     |    |                                            |  |  |  |  |  |                    |           |                                                                                               |
| <b>Course Full Title:</b> Introduction to the Practice of Journalism                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                     |    |                                            |  |  |  |  |  |                    |           |                                                                                               |
| <b>Course Short Title:</b> Intro Practice of Journalism                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                     |    |                                            |  |  |  |  |  |                    |           |                                                                                               |
| <b>Faculty:</b> Faculty of Humanities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>Department (or program if no department):</b> Communications                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                     |    |                                            |  |  |  |  |  |                    |           |                                                                                               |
| <b>Calendar Description:</b><br>Covers the fundamentals of news writing and reporting as demanded by newsrooms across different forms of media. The training requires outside journalistic investigation including interviewing and fact gathering. Students will explore a variety of skills including image selection, headline, lead, and caption writing, feature writing, news analysis, and routine newsroom operations.<br><br>Note: This course is offered as CMNS 300 and JRNL 300. Students may take only one of these for credit.                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                     |    |                                            |  |  |  |  |  |                    |           |                                                                                               |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | One of the following: CMNS 125, CMNS 175, or ENGL 105.                                                                                                                                                                                                                                                                                                                                                                                                                                            |    |                     |    |                                            |  |  |  |  |  |                    |           |                                                                                               |
| <b>Corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | NONE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |    |                     |    |                                            |  |  |  |  |  |                    |           |                                                                                               |
| <b>Pre/corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | NONE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |    |                     |    |                                            |  |  |  |  |  |                    |           |                                                                                               |
| <b>Antirequisite Courses</b> ( <i>Cannot be taken for additional credit.</i> )<br>Former course code/number:<br>Cross-listed with: <b>JRNL 300</b><br>Equivalent course(s):<br><i>(If offered in the previous five years, antirequisite course(s) will be included in the calendar description as a note that students with credit for the antirequisite course(s) cannot take this course for further credit.)</i>                                                                                                                                                                                | <b>Course Details</b><br>Special Topics course: <b>No</b><br><i>(If yes, the course will be offered under different letter designations representing different topics.)</i><br>Directed Study course: <b>No</b><br><i>(See <a href="#">policy 207</a> for more information.)</i><br>Grading System: <b>Letter grades</b><br>Delivery Mode: <b>May be offered in multiple delivery modes</b><br>Expected frequency: <b>Every other year</b><br>Maximum enrolment (for information only): <b>25</b> |    |                     |    |                                            |  |  |  |  |  |                    |           |                                                                                               |
| <b>Typical Structure of Instructional Hours</b> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 80%;">Lecture/seminar</td> <td style="width: 20%; text-align: center;">25</td> </tr> <tr> <td>Tutorials/workshops</td> <td style="text-align: center;">20</td> </tr> <tr> <td>Supervised laboratory hours (computer lab)</td> <td></td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td style="text-align: right;"><b>Total hours</b></td> <td style="text-align: center;"><b>45</b></td> </tr> </table> | Lecture/seminar                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 25 | Tutorials/workshops | 20 | Supervised laboratory hours (computer lab) |  |  |  |  |  | <b>Total hours</b> | <b>45</b> | <b>Prior Learning Assessment and Recognition (PLAR)</b><br>PLAR is available for this course. |
| Lecture/seminar                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 25                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |    |                     |    |                                            |  |  |  |  |  |                    |           |                                                                                               |
| Tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 20                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |    |                     |    |                                            |  |  |  |  |  |                    |           |                                                                                               |
| Supervised laboratory hours (computer lab)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                     |    |                                            |  |  |  |  |  |                    |           |                                                                                               |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                     |    |                                            |  |  |  |  |  |                    |           |                                                                                               |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                     |    |                                            |  |  |  |  |  |                    |           |                                                                                               |
| <b>Total hours</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>45</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |    |                     |    |                                            |  |  |  |  |  |                    |           |                                                                                               |
| <b>Scheduled Laboratory Hours</b><br>Labs to be scheduled independent of lecture hours: <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>Transfer Credit</b> (See <a href="#">bctransferguide.ca.</a> )<br>Transfer credit already exists: <b>No</b><br>Submit outline for (re)articulation: <b>No</b><br><i>(If yes, fill in <a href="#">transfer credit form.</a>)</i>                                                                                                                                                                                                                                                                |    |                     |    |                                            |  |  |  |  |  |                    |           |                                                                                               |
| <b>Department approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>Date of meeting:</b> April 9, 2021                                                                                                                                                                                                                                                                                                                                                                                                                                                             |    |                     |    |                                            |  |  |  |  |  |                    |           |                                                                                               |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Date of meeting:</b> September 17, 2021                                                                                                                                                                                                                                                                                                                                                                                                                                                        |    |                     |    |                                            |  |  |  |  |  |                    |           |                                                                                               |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>Date of meeting:</b> November 26, 2021                                                                                                                                                                                                                                                                                                                                                                                                                                                         |    |                     |    |                                            |  |  |  |  |  |                    |           |                                                                                               |

**Learning Outcomes** *(These should contribute to students' ability to meet program outcomes and thus Institutional Learning Outcomes.)*

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

1. Identify stories by applying news values and gather facts, using digital and analog tools.
2. Select and organize information and images by using the opportunities provided by the most recent digital software and hardware.
3. Produce news reports, columns, features, and/or reviews in a clear, concise style.
4. Explain the unique role and responsibility of a journalist.
5. Prepare interview questions, and employ culturally competent reporting strategies and digital tools to conduct interviews.
6. Identify the importance of journalistic storytelling, in conversation with Indigenous ways of knowing.
7. Use professional standards of fairness, accuracy, context, and truthfulness.
8. Make informed decisions about the balance between core journalistic values and non-objective advocacy journalism.
9. Consider ethical issues associated with journalistic practice, in digital, broadcast, and print environments.
10. Describe the role that digital marketing techniques such as search engine optimization (SEO) and audience analysis play in digital journalism.

**Recommended Evaluation Methods and Weighting** *(Evaluation should align to learning outcomes.)*

|              |     |          |     |                |     |
|--------------|-----|----------|-----|----------------|-----|
| Assignments: | 60% | Project: | 30% | Quizzes/tests: | 10% |
|              | %   |          | %   |                | %   |

**Details:**

|                            |     |
|----------------------------|-----|
| Weekly writing assignments | 15% |
| News assignment            | 20% |
| Feature writing assignment | 25% |

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

**Texts and Resource Materials** *(Include online resources and Indigenous knowledge sources: [Open Educational Resources](#) (OER) should be included whenever possible. If more space is required, use the [Supplemental Texts and Resource Materials form](#).)*

| Type        | Author or description                      | Title and publication/access details                                    | Year |
|-------------|--------------------------------------------|-------------------------------------------------------------------------|------|
| 1. Textbook | McKercher, C., Thompson, A., & Cumming, C. | <i>The Canadian reporter: News writing and reporting</i>                | 2011 |
| 2. Textbook | Goldstein, N.                              | <i>The Associated Press stylebook and briefing on media law.</i>        | 2002 |
| 3. Textbook | Gillespie, B.                              | <i>News Writing and Reporting: An Introduction to Skills and Theory</i> | 2017 |
| 4.          |                                            |                                                                         |      |

**Course Content and Topics**

- **Introduction to the course and each other**
  - What is journalism? What is news?
  - Factors that influence whether an event is newsworthy.
  - The role of the journalist: the public interest vs. what interests the public.
- **Background: history and development**
  - Journalism and the evolution of societies: a mirror to the times; from the not-so-Free Press to the effects of technology and the role of unions. Reading assignment. AP Style and Copy presentation study assignment.
  - The relationship between journalism and Indigenous peoples in Canada.
  - Institutional, political and social Influences on journalistic content
- **Hard news reporting I**
  - Journalist, Know Thy Sources: Primary and secondary sources of information; structure and formulas: writing leads, headlines and cutlines; ethics; interview techniques; News Project 1, formation of micro-newsrooms, reporting assignment; reading assignment: discussion.
- **Guest speakers**
  - Local reporters offer first-hand advice, discuss methods and strategies.
- **Hard news reporting II**
  - Vetting: The Final Frontier; News Project 1: newsroom reports; discussion. The art of editing.
- **Accent on style**
  - Different writing styles; identifying differences between news reports, editorial pieces and feature stories; micro-newsroom
  - Project 2, Op-ed; reading assignment. AP Style test.
- **News and social commentary**
  - Project 2 newsroom reports; discussion; micro-newsroom Project 3, My Best Feature.
- **Feature writing**
  - A Thousand Words: Why Photos Make a Difference; Project 3, feature presentations.



ORIGINAL COURSE IMPLEMENTATION DATE: May 2009  
 REVISED COURSE IMPLEMENTATION DATE: May 2022  
 COURSE TO BE REVIEWED (six years after UEC approval): November 2027  
 Course outline form version: 06/18/2021

## OFFICIAL UNDERGRADUATE CROSS-LISTED OUTLINE FORM

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

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                           |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Course Code and Number:</b> JRNL 300                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>Number of Credits:</b> 3 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                    |
| <b>Course Full Title:</b> Introduction to the Practice of Journalism                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                           |
| <b>Course Short Title:</b> Intro Practice of Journalism                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                           |
| <b>Faculty:</b> Faculty of Humanities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>Department (or program if no department):</b> Communications                                                                                                                                                                                           |
| <b>Official Course Outline:</b><br>This is a cross-listed course. Please refer to <b>CMNS 300</b> for the official course outline.                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                           |
| <b>Calendar Description:</b><br>Covers the fundamentals of news writing and reporting as demanded by newsrooms across different forms of media. The training requires outside journalistic investigation including interviewing and fact gathering. Students will explore a variety of skills including image selection, headline, lead, and caption writing, feature writing, news analysis, and routine newsroom operations.<br><br>Note: This course is offered as CMNS 300 and JRNL 300. Students may take only one of these for credit. |                                                                                                                                                                                                                                                           |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | One of the following: CMNS 125, CMNS 175, or ENGL 105.                                                                                                                                                                                                    |
| <b>Corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | NONE                                                                                                                                                                                                                                                      |
| <b>Pre/corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | NONE                                                                                                                                                                                                                                                      |
| <b>Antirequisite Courses</b> ( <i>Cannot be taken for additional credit.</i> )<br>Former course code/number:<br>Cross-listed with: <b>CMNS 300</b><br>Equivalent course(s):<br><i>(If offered in the previous five years, antirequisite course(s) will be included in the calendar description as a note that students with credit for the antirequisite course(s) cannot take this course for further credit.)</i>                                                                                                                          | <b>Transfer Credit</b> (See <a href="http://bctransferguide.ca">bctransferguide.ca</a> )<br>Transfer credit already exists: <b>No</b><br>Submit outline for (re)articulation: <b>No</b><br><i>(If yes, fill in <a href="#">transfer credit form</a>.)</i> |
| <b>Department / Program Head or Director:</b> Samantha Pattridge                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>Date approved:</b> April 9, 2021                                                                                                                                                                                                                       |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>Date approved:</b> September 17, 2021                                                                                                                                                                                                                  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>Date of meeting:</b> November 26, 2021                                                                                                                                                                                                                 |

**Memo for New Course**

To: College of Arts Curriculum Committee (CACC); Undergraduate Education Committee (UEC)

From: Geetanjali Gill, GDS Assistant Professor & Stephen Piper, GDS Program Chair

Date: February 17, 2021

**Subject: Proposal for new course GDS 204 - 'Development in Sub-Saharan Africa'**

1. Rationale for new course:

*This course fills a gap in the GDS course offerings by enabling students to understand and to learn about social, economic, and political issues and challenges that have faced post-colonial Sub-Saharan Africa. There is a lack of courses related to Area studies in the College of Arts, particularly in the African region, and this course would contribute to filling this gap. In addition, this course would fulfil a need for GDS to offer courses that decolonize development by offering a focus on readings written by scholars and practitioners from the African continent.*

2. How this new course fits into program(s):

*This would be a required course for the program, and it would be offered each year. This course will be offered in the 2<sup>nd</sup> year of the program. This course may also be recommended for students who plan to carry out practicums in Sub-Saharan African countries.*

3. Explain how the course learning outcomes align with the learning outcomes of the program(s):

*The course learning outcomes align with the following program learning outcomes:*

- *demonstrate a breadth of knowledge about local and/or international development from a variety of disciplinary perspectives;*
- *demonstrate a systematic understanding of the history of development theories and strategies, of competing and contested meanings of key terms used in the field, and of the institutions and organizations integral to the apparatus of development at local, national and global levels;*
- *Identify and explain multiple perspectives and lenses by which to examine key local, national and global issues, and work towards nuanced understandings of these issues;*
- *apply a multidisciplinary body of knowledge in the critical analysis of development problems;*
- *demonstrate skills for monitoring and assessing development projects;*
- *develop and support a sustained, logical and convincing argument;*
- *communicate effectively for specific purposes such as reporting research results and project outputs, seeking research and project funding, or engaging in public advocacy;*

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

*No.*

5. Which program areas have been consulted about the course?

*These courses were approved at a meeting of the GDS Program Committee involving representatives from six different disciplines. The Chairs of SCMS, History, and SLUEC have been consulted.*

6. If a new discipline designation is required, explain why:

*No new discipline designation is required.*

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

*Virtually every GDS course offering includes some study of Indigenous issues and perspectives from around the world. This proposed course makes a concerted effort to decolonize knowledge and perspectives on African development by focusing on thinkers and academics who are based in the African region. The course will also examine the impacts of development on Africa's Indigenous peoples, and efforts to include them in development policies and programs on the Continent.*

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

*These courses will be eligible for PLAR.*

9. Explain how each of the following will affect the budget for your area or any other area:

- a. Credit value

*No anticipated budgetary impact.*

- b. Class size limit

*No anticipated budgetary impact.*

- c. Frequency of offering

*Annually or biannually.*

- d. Resources required (labs, equipment)

*None anticipated.*

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

*No.*

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

*Typical costs for this course will be tuition plus books. When possible the course will draw readings from sources available through the UFV library or online at no cost. When this is not possible, we will endeavor to keep book costs below \$150.00.*



**ORIGINAL COURSE IMPLEMENTATION DATE:** May 2022  
**REVISED COURSE IMPLEMENTATION DATE:**  
**COURSE TO BE REVIEWED** (six years after UEC approval): November 2027  
 Course outline form version: 05/18/2018

## 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> GDS 204                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           | <b>Number of Credits:</b> 3 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                   |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Course Full Title:</b> Development in Sub-Saharan Africa<br><b>Course Short Title:</b> Dev't in Sub-Saharan Africa<br><i>(Transcripts only display 30 characters. Departments may recommend a short title if one is needed. If left blank, one will be assigned.)</i>                                                                                                                                                                                                                                                                                                                                                                            |           |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Faculty:</b> College of Arts/ Faculty of Social Sciences                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           | <b>Department (or program if no department):</b> GDS                                                                                                                                                                                                                                                                                     |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Calendar Description:</b><br>Students are introduced to key social, economic, political, and environmental issues and challenges that have faced post-colonial Sub-Saharan Africa, with a focus on writings by scholars and development actors from the African continent.                                                                                                                                                                                                                                                                                                                                                                       |           |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           | 15 university-level credits.                                                                                                                                                                                                                                                                                                             |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Pre/corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Antirequisite Courses</b> <i>(Cannot be taken for additional credit.)</i><br>Former course code/number:<br>Cross-listed with:<br>Dual-listed with:<br>Equivalent course(s):<br><i>(If offered in the previous five years, antirequisite course(s) will be included in the calendar description as a note that students with credit for the antirequisite course(s) cannot take this course for further credit.)</i>                                                                                                                                                                                                                              |           | <b>Special Topics</b> <i>(Double-click on boxes to select.)</i><br>This course is offered with different topics:<br><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <i>(If yes, topic will be recorded when offered.)</i>                                                                                            |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           | <b>Independent Study</b><br>If offered as an Independent Study course, this course may be repeated for further credit: <i>(If yes, topic will be recorded.)</i><br><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, repeat(s) <input type="checkbox"/> Yes, no limit                                                 |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           | <b>Transfer Credit</b><br>Transfer credit already exists: (See <a href="#">bctransferguide.ca</a> )<br><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes<br>Submit outline for (re)articulation:<br><input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <i>(If yes, fill in transfer credit form.)</i> |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Typical Structure of Instructional Hours</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Lecture/seminar hours</td> <td style="text-align: center;">45</td> </tr> <tr> <td>Tutorials/workshops</td> <td></td> </tr> <tr> <td>Supervised laboratory hours</td> <td></td> </tr> <tr> <td>Experiential (field experience, practicum, internship, etc.)</td> <td></td> </tr> <tr> <td>Supervised online activities</td> <td></td> </tr> <tr> <td>Other contact hours:</td> <td></td> </tr> <tr> <td style="text-align: right;"><b>Total hours</b></td> <td style="text-align: center;"><b>45</b></td> </tr> </table> |           | Lecture/seminar hours                                                                                                                                                                                                                                                                                                                    | 45 | Tutorials/workshops |  | Supervised laboratory hours |  | Experiential (field experience, practicum, internship, etc.) |  | Supervised online activities |  | Other contact hours: |  | <b>Total hours</b> | <b>45</b> | <b>Grading System</b><br><input checked="" type="checkbox"/> Letter Grades <input type="checkbox"/> Credit/No Credit |  |
| Lecture/seminar hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 45        |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| Tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| Supervised laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| Experiential (field experience, practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |           |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| Supervised online activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |           |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| Other contact hours:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |           |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Total hours</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>45</b> |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| Labs to be scheduled independent of lecture hours: <input type="checkbox"/> No <input type="checkbox"/> Yes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           | <b>Maximum enrolment (for information only):</b> 36<br><b>Expected Frequency of Course Offerings:</b><br>Annually <i>(Every semester, Fall only, annually, etc.)</i>                                                                                                                                                                     |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Department / Program Head or Director:</b> Stephen Piper                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           | <b>Date approved:</b> Feb 4, 2021                                                                                                                                                                                                                                                                                                        |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           | <b>Date approved:</b> September 17, 2021                                                                                                                                                                                                                                                                                                 |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |           | <b>Date of meeting:</b> November 26, 2021                                                                                                                                                                                                                                                                                                |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |

GDS 204

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. Examine development issues and challenges facing the region of Sub-Saharan Africa.
2. Apply international development theories and approaches to development issues in the region.
3. Analyze a wide variety of perspectives and debates concerning development in Sub-Saharan Africa, including those that originate from African thinkers and scholars.
4. Evaluate the role of development actors and partners in the region.

## 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.)

This course will consist of lectures, presentations, and in-class group work.

**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. Mkandawire, T.            | Africa: Beyond Recovery                                    | <input checked="" type="checkbox"/> | African Books Collective   |      |
| 2. Nnadozie, E. (ed)         | African Economic Development                               | <input checked="" type="checkbox"/> | Emerald Publishing Limited |      |
| 3. Binns, T.                 | The Routledge Handbook of African Development              | <input checked="" type="checkbox"/> | Routledge                  |      |
| 4. Moss, T. J., & D. Resnick | African Development: Making Sense of the Issues and Actors | <input checked="" type="checkbox"/> | Lynne Reinner              |      |

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

## Typical Evaluation Methods and Weighting

|                |     |                 |     |                   |   |                      |      |
|----------------|-----|-----------------|-----|-------------------|---|----------------------|------|
| Final exam:    | %   | Assignments:    | 30% | Field experience: | % | Portfolio:           | %    |
| Midterm exam:  | %   | Research Paper: | 35% | Practicum:        | % | Group Presentations: | 25%  |
| Participation: | 10% | Lab work:       | %   | Shop work:        | % | Total:               | 100% |

## Details (if necessary):

## Typical Course Content and Topics

- Studying "Africa"
- Historical legacies and roots of African underdevelopment
- Post-colonial economy, politics, and governance
- Structural adjustment, foreign aid, and debt
- Globalization, world trade, poverty, and inequalities
- Gender and conflict
- Education and health
- Food security and the environment
- Rural and urban development
- Regional integration, sustainable development goals
- China-Africa relations and new partnerships

**Memo for New Course**

To: College of Arts Curriculum Committee (CACC); Undergraduate Education Committee (UEC)

From: Geetanjali Gill, GDS Assistant Professor & Stephen Piper, GDS Program Chair

Date: February 17, 2021

**Subject: Proposal for new course GDS 332 - 'Refugees, Displacement, and Development'**

1. Rationale for new course:

*This course fulfills a gap in GDS course offerings by enabling students to understand and to learn about the socio-political, economic, and environmental root causes, nature, and impacts of global forced migration and internal displacement. This course also enables GDS students to make linkages between the drivers of forced displacement on an international scale, and local experiences of refugee resettlement in countries such as Canada.*

2. How this new course fits into program(s):

*This would be one of a limited number of GDS electives and might become a required course for the program if our curriculum review recommends this. It would also become an important elective in other programs such as Anthropology, Social Work, Peace and Conflict Studies, Political Science, Sociology, and even Environmental Studies. The course is situated in the 3rd year of the GDS program and would be offered each year.*

3. Explain how the course learning outcomes align with the learning outcomes of the program(s):

*The course learning outcomes align with the following program learning outcomes:*

- *demonstrate a breadth of knowledge about local and/or international development from a variety of disciplinary perspectives;*
- *demonstrate sensitivity to the unequal power relationships that set the context for research and knowledge and awareness of the limitations of their own perspectives and knowledge.*
- *demonstrate skills for monitoring and assessing development projects;*
- *apply a multidisciplinary body of knowledge in the critical analysis of development problems;*
- *develop and support a sustained, logical and convincing argument;*
- *communicate effectively for specific purposes such as reporting research results and project outputs, seeking research and project funding, or engaging in public advocacy;*
- *convey complex ideas using multiple media both orally and in writing, to diverse publics who are not necessarily literate;*

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

*No.*

5. Which program areas have been consulted about the course?

*These courses were approved at a meeting of the GDS Program Committee involving representatives from six different disciplines. Anthropology and SCMS have been consulted.*

6. If a new discipline designation is required, explain why:

*No new discipline designation is required.*

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

*Virtually every GDS course offering includes some study of Indigenous issues and perspectives from around the world. This proposed course will examine Indigenous populations in the global South being displaced from their lands, and responses by development actors.*

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

*These courses will be eligible for PLAR.*

9. Explain how each of the following will affect the budget for your area or any other area:

- a. Credit value

*No anticipated budgetary impact.*

- b. Class size limit

*No anticipated budgetary impact.*

- c. Frequency of offering

*It is expected that the course will be offered annually, but frequency will be adjusted to demand.*

- d. Resources required (labs, equipment)

*None anticipated.*

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

*No.*

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

*Typical costs for these courses will be tuition plus books. When possible the courses will draw readings from sources available through the UFV library or online at no cost. When this is not possible, we will endeavor to keep book costs below \$150.00.*

**CWC comments and responses:**

- Prerequisites: are 45 credits in anything sufficient to prepare students for a course of this level?  
*Yes, I have taught other 300 level GDS courses with a requirement of 45 credits and I have been satisfied with the students' level of preparation. I believe that this level of preparation is sufficient for GDS 332 as well.*

- Field trips:
  - Will field trips always be optional for this course?  
*I have removed the field trips from the memo. (I had previously included this when I thought about asking for civic engagement accreditation for this course. I forgot to remove the field trip reference.)*
  - Suggest rephrasing the 10% “field experience” in the evaluation to something that would apply to all students, such as “reflection on interaction”.  
*I have removed the 10% field experience, and added 10% to assignments. One assignment will be writing a reflective blog article.*



ORIGINAL COURSE IMPLEMENTATION DATE: May 2022  
 REVISED COURSE IMPLEMENTATION DATE:  
 COURSE TO BE REVIEWED (six years after UEC approval): November 2027  
 Course outline form version: 05/18/2018

## 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> GDS 332                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           | <b>Number of Credits:</b> 4 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                   |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Course Full Title:</b> Refugees, Displacement, and Development<br><b>Course Short Title:</b> Refugees, Displacement & Dev't<br><i>(Transcripts only display 30 characters. Departments may recommend a short title if one is needed. If left blank, one will be assigned.)</i>                                                                                                                                                                                                                                                                                                                                                                   |           |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Faculty:</b> Faculty of Social Sciences                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |           | <b>Department (or program if no department):</b> GDS                                                                                                                                                                                                                                                                                     |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Calendar Description:</b><br>Students explore the nature, impacts, and socio-political, economic, and environmental root causes of forced migration and internal displacement in the global South, while making linkages between displacement and development. Students analyze representations and narratives surrounding refugees and displaced persons and refugee camps, and responses and policies of governments and actors in the global South and North.                                                                                                                                                                                 |           |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           | 45 university-level credits.                                                                                                                                                                                                                                                                                                             |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Pre/corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Antirequisite Courses</b> <i>(Cannot be taken for additional credit.)</i><br>Former course code/number:<br>Cross-listed with:<br>Dual-listed with:<br>Equivalent course(s):<br><i>(If offered in the previous five years, antirequisite course(s) will be included in the calendar description as a note that students with credit for the antirequisite course(s) cannot take this course for further credit.)</i>                                                                                                                                                                                                                              |           | <b>Special Topics</b> <i>(Double-click on boxes to select.)</i><br>This course is offered with different topics:<br><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <i>(If yes, topic will be recorded when offered.)</i>                                                                                            |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           | <b>Independent Study</b><br>If offered as an Independent Study course, this course may be repeated for further credit: <i>(If yes, topic will be recorded.)</i><br><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, repeat(s) <input type="checkbox"/> Yes, no limit                                                 |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           | <b>Transfer Credit</b><br>Transfer credit already exists: (See <a href="#">bctransferguide.ca</a> )<br><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes<br>Submit outline for (re)articulation:<br><input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <i>(If yes, fill in transfer credit form.)</i> |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Typical Structure of Instructional Hours</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Lecture/seminar hours</td> <td style="text-align: center;">60</td> </tr> <tr> <td>Tutorials/workshops</td> <td></td> </tr> <tr> <td>Supervised laboratory hours</td> <td></td> </tr> <tr> <td>Experiential (field experience, practicum, internship, etc.)</td> <td></td> </tr> <tr> <td>Supervised online activities</td> <td></td> </tr> <tr> <td>Other contact hours:</td> <td></td> </tr> <tr> <td style="text-align: right;"><b>Total hours</b></td> <td style="text-align: center;"><b>60</b></td> </tr> </table> |           | Lecture/seminar hours                                                                                                                                                                                                                                                                                                                    | 60 | Tutorials/workshops |  | Supervised laboratory hours |  | Experiential (field experience, practicum, internship, etc.) |  | Supervised online activities |  | Other contact hours: |  | <b>Total hours</b> | <b>60</b> | <b>Grading System</b><br><input checked="" type="checkbox"/> Letter Grades <input type="checkbox"/> Credit/No Credit |  |
| Lecture/seminar hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 60        |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| Tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| Supervised laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| Experiential (field experience, practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |           |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| Supervised online activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |           |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| Other contact hours:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |           |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Total hours</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>60</b> |                                                                                                                                                                                                                                                                                                                                          |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| Labs to be scheduled independent of lecture hours: <input type="checkbox"/> No <input type="checkbox"/> Yes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           | <b>Maximum enrolment (for information only):</b> 36<br><b>Expected Frequency of Course Offerings:</b><br>Annually <i>(Every semester, Fall only, annually, etc.)</i>                                                                                                                                                                     |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Department / Program Head or Director:</b> Stephen Piper                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           | <b>Date approved:</b> February 4, 2021                                                                                                                                                                                                                                                                                                   |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           | <b>Date approved:</b> September 17, 2021                                                                                                                                                                                                                                                                                                 |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |           | <b>Date of meeting:</b> November 26, 2021                                                                                                                                                                                                                                                                                                |    |                     |  |                             |  |                                                              |  |                              |  |                      |  |                    |           |                                                                                                                      |  |

**Learning Outcomes:**

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

1. Examine the socio-political, economic, and environmental causes and impacts of forced migration and internal displacement in the Global South.
2. Analyze approaches of governments and international actors to respond to forced population movements.
3. Apply global development studies theories and perspectives to contemporary cases of forced migration and internal displacement.

**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.*)

This course will consist of lectures, presentations, in-class group work, guest lecturers, and field trips.

**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. Fiddian-Qasmiyeh, E. et al. | The Oxford University Handbook of Refugee and Forced Migration Studies | <input checked="" type="checkbox"/> | Oxford University Press  |      |
| 2. Rawlence, B.                | City of Thorns: Nine Lives in the World's Largest Refugee Camp         | <input checked="" type="checkbox"/> | Picador                  |      |
| 3. Bastia, T.                  | Routledge Handbook of Migration and Development                        | <input checked="" type="checkbox"/> | Routledge                |      |
| 4. Bloch, A.                   | Forced Migration: Current Issues and Debates                           | <input checked="" type="checkbox"/> | Routledge                |      |
| 5. McAdams, J.                 | Climate Change and displacement: Multidisciplinary perspectives        | <input checked="" type="checkbox"/> | Hart Publishing          |      |
| 6. Betts, A.                   | Survival Migration: Failed Governance and the Crisis of Displacement   | <input checked="" type="checkbox"/> | Cornell University Press |      |
| 7. Collier, P., & A. Betts     | Refuge: Rethinking Refugee Policy in a Changing World                  | <input checked="" type="checkbox"/> | Oxford University Press  |      |

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

**Typical Evaluation Methods and Weighting**

|                |     |                 |     |                   |   |               |      |
|----------------|-----|-----------------|-----|-------------------|---|---------------|------|
| Final exam:    | %   | Assignments:    | 45% | Field experience: | % | Portfolio:    | %    |
| Midterm exam:  | %   | Research Paper: | 30% | Practicum:        | % | Presentation: | 15%  |
| Participation: | 10% | Lab work:       | %   | Shop work:        | % | Total:        | 100% |

**Details (if necessary):**
**Typical Course Content and Topics**
**Introductory Module:**

- Introduction to the study of refugees and forced migration
- Conceptualization of refugees and displaced persons

**Representations and Narratives Module:**

- Ethnographic approaches and anthropological perspectives
- Conflict, gender, displacement, and forced migration

**Drivers and Root Causes of Forced Population Movement Module:**

- Nature and impacts of protracted refugee and displacement situations
- Socio-political, and economic factors
- Development-induced and climatic/environmental factors

**Responding to Protracted Refugee and Displacement Situations Module:**

- Local integration, resettlement, repatriation, and reintegration
- Global governance of refugees and IDPs
- Refugees in Canada and Canadian policies
- Challenging narratives, rethinking solutions, and new policy approaches

**Memo for Course Changes**

To: Chair, Undergraduate Education Committee

From: Curtis Magnuson, Human Services Chair, School of Social Work and Human Services

Date: March 5, 2021

**Subject: Proposal for removal of HSER 292**

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
- ☐ 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
- ☐ Other – Please specify:

2. Rationale for change:

This proposal is to remove a Human Services elective course from the University Calendar. Data recently received from Institutional Research confirms that this course has not been offered for at least twenty years. The University website does not have a published official course outline for this course. The School is unable to confirm if it was ever offered. The School does not know who developed this course or for what purpose it was developed but the School has no records related to this course. The course description is vague and not something the School has plans to develop or deliver.

HSER 292: Comparative Delivery Systems

Prerequisite(s): SOWK 110 and instructor's permission

This course will expose students to the social service delivery system in another province and/or country.

3. If there are substantial changes to the learning outcomes, explain how they align with the learning outcomes of the program(s): Not applicable
4. Is this course required by any program beyond the discipline? If so, how will this change affect that program or programs? No.
5. Which program areas have been consulted about the change(s)? Not applicable

6. What consideration has been given to indigenizing the curriculum? Not applicable
7. If this course is not eligible for PLAR, explain why: Not applicable
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 Not applicable
  - b. Class size limit Not applicable
  - c. Frequency of offering Not applicable
  - d. Resources required (labs, equipment) Not applicable
9. Are field trips required for this course? (Field trip requirements must be announced in the timetable.) How are the trips funded? Not applicable
10. Estimate of the typical costs for this course, including textbooks and other materials: Not applicable

**Memo for Program Changes**

To: Chair, Undergraduate Education Committee

From: Chris Schinckus

Date: 26<sup>th</sup> May 2021

**Subject: Program change (Business programs)**

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: Update of the Aviation programs-related materials

2. Rationale for change(s):

This change relates to a calendar editorial change to add a specific section about the COOP option (no course-credit) in our aviation programs - there are two major reasons for a quick integration of the information in our programs: 1) to align with what Transport Canada authorizes, and on the other hand, to align our practices with what we are offering in our other Business programs. The change consists in adding a standardized section on the Co-Operative Education Option:

**Co-operative Education option**

The Co-operative Education option offers students in this program the opportunity to obtain paid, career-related work experience in their field of study during their education at UFV. Pilot positions are not included in Co-op employment opportunities. Co-op students alternate between semesters of full-time study and full-time paid employment. See the Co-operative Education section for more details.

This section needs to be updated in different resources:

- Update the Marketing documents to reflect the updates accordingly:
  - <https://www.ufv.ca/programs/aviation-bba/>
  - <https://www.ufv.ca/programs/aviation-diploma/>
- Update what is currently on SoB website re-program requirements and Transport Canada requirements:
  - <https://ufv.ca/business/programs/aviation--bachelor-of-business-administration/>

3. If program outcomes are new or substantially changed, explain how they align with the Institutional Learning Outcomes:

*There is no impact on the Learning Outcomes*

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

*This change does not affect any of the indigenous considerations made at the time this program was proposed*

5. Will additional resources be required? If so, how will these costs be covered?

*No additional resources required*

6. How will students be impacted? (Indicate the projected number of students impacted.) Is the change expected to increase/decrease enrolment in the program?

*This change clarifies potential misunderstanding from students who might be confused between being told that they can integrate a COOP in their Aviation program and the fact they cannot find any information on that matter in our materials. Furthermore, this change also shows to our prospective students that we provide an updated information about our AV programs. Finally, this update will also calm our current students who might be very anxious with the idea do a Co-op in our current AV 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?

*No implication on this level.*

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.)

*This editorial change does not impact our current available resources*

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.

*No impact on other programs*

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.

*No budgetary impact*



## MEMO

**To:** Chris Schinckus  
**From:** Liana Thompson  
**CC:** Sue Brown, Bao-Van Hill  
**Date:** 18/11/2021  
**Re:** Support to add Co-operative Education Course to Aviation programs

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The Centre for Experiential and Career Education (CECE) supports the addition of Co-operative Education (Co-op) to the Bachelor of Business Administration Aviation degree and the Business Administration Aviation diploma.

Students enrolled in the aviation programs at UFV are interested in participating in relevant work experiences to help them with successful career entry at the time of graduation. Co-op offers all students the opportunity to:

- Strengthen academic knowledge through program-related work experience
- Apply academic knowledge in a real-world setting
- Develop essential employment skills
- Improve job-critical performance through direct feedback from employers
- Explore alternative career options
- Discover professional talents and interests
- Develop a professional résumé with a solid work history
- Develop a network of professional colleagues and potential employers
- Earn money to help finance their education

The Centre of Experiential and Career Education (CECE) Co-op programming is nationally accredited by the Co-operative Education and Work-Integrated Learning (CEWIL Canada), a recognized seal of quality. CECE has successfully placed students from the Bachelor of Business Administration degree and the Business Administration Diploma for many years. Further, CECE has working relationships with a number of employers in the aviation industry that would be interested in hiring Co-op students from the aviation programs.

CECE supports the addition of Co-operative Education (Co-op) into the Bachelor of Business Administration Aviation degree and the Business Administration Aviation diploma.

**Memo for Program Changes**

To: Chair, Undergraduate Education Committee

From: Chris Schinckus

Date: 26<sup>th</sup> May 2021

**Subject: Program change (Business programs)**

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):

This change results from a misunderstanding between the department of Math and the School of Business (SoB). Math department revised the equivalence of two of their courses (Math 111 & Math 141) – This decision is due to a different scope of application of the mathematical tools taught in these courses. Precisely, MATH 111 draws most of its applications from the Sciences - Physics, Chemistry, Biology, and generally tests at a higher level than MATH 141. MATH 111 is designed to meet the national and international standards of differential calculus in Sciences and Engineering. The other course, MATH 141 draws most of its applications from the Business, Economics, and the Social Sciences. These two courses still have a lot of overlaps on the theoretical part but they differ in terms of application and there is much more mathematical depth in MATH 111 than there is in MATH 141.

It looks these changes have not been reflected in the SoB side so that we would need a quick update in our programs to reflect the update from the Math department. After consultation with the mathematics department and the School Curriculum Committee, it has been decided to let the opportunity for students to select MATH 111 OR MATH 141 (even though sufficient requirements for SoB students are covered in this MATH 141). This decision is based on the fact that there is a large theoretical overlap between the two courses and the fact that some students (in finance, for instance) might want to opt for course with more mathematical depth. In this context, the School suggests to proceed with the following updates:

For the following programs, any instance of “MATH 141” should be changed to “MATH 111 or MATH 141”:

- Bachelor of Business Administration
- Bachelor of Business Administration (Aviation)
- Business Administration (Aviation) diploma
- Accounting major
- Finance major
- Human Resource Management major
- International Business major
- Marketing major
- BBA Agriculture Management
- BBA Trades Management
- BBA Honours
- BBA Aviation Honours

3. If program outcomes are new or substantially changed, explain how they align with the Institutional Learning Outcomes:  
There is no impact on the Learning Outcomes
4. What consideration has been given to indigenizing the curriculum?  
This change does not affect any of the indigenous considerations made at the time this program was proposed
5. Will additional resources be required? If so, how will these costs be covered?  
No additional resources required
6. How will students be impacted? (Indicate the projected number of students impacted.) Is the change expected to increase/decrease enrolment in the program?  
We anticipate the change ease enrollment for this program because it gives more alternatives for (non-business) students having completed the course MATH 111 to join the business school
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?  
The proposed change does not impact the number of credits for the completion of this program.
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.)  
This editorial change does not impact our current available resources
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.  
No. There is none known at this time
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.  
There is no budgetary implication

Hi Chris,

Thanks for reaching out, and welcome to UFV! I hope I answer your questions and address your concerns below.

As first-year university Calculus courses, MATH 111 and MATH 141 have a great deal in common. They both introduce limits, the limit definition of the derivative, basic rules of differentiation, product and quotient rule, chain rule, curve sketching, optimization, implicit differentiation, related rates, differentials, derivatives of exponential and logarithm functions, and an introduction to antidifferentiation.

MATH 111 is 4 credits, and has the following material that MATH 141 does not: limits and derivatives of trigonometric functions, limits and derivatives of inverse trigonometric functions, the Intermediate Value Theorem, logarithmic differentiation, Newton's Method, l'Hopital's Rule, polar curves and tangents to polar curves, parametric equations and tangent lines in parametric equations. MATH 111 draws most of its applications from the Sciences - Physics, Chemistry, Biology, and generally tests at a higher level than MATH 141. MATH 111 is designed to meet the national and international standards of differential calculus in Sciences and Engineering, and is therefore transferable to a counterpart at universities all over the world. It's part of an 8-credit Calculus sequence (MATH 111 + MATH 112).

MATH 141 is 3 credits, and has the following material that MATH 111 does not: supply/demand, elasticity, marginal analysis, compound interest, Riemann Sums, the definite integral, areas under and between curves, properties of the definite integral, and average value of a function. MATH 141 draws most of its applications from the Business, Economics, and the Social Sciences - and generally tests at a lower level than MATH 111. MATH 141 was designed about 10 years ago to meet the basic calculus needs of students in the BBA at UFV in one 3-credit course. It doesn't transfer widely, and it was never intended to.

In the Math & Stats Department, we wrestled with whether the courses should be called "equivalent", and we ultimately decided that they should not. Primarily, with the differences in content listed above, we felt that each course had enough content that was missing from the other course that it would be educational to take even after taking the other. Secondly, if they were called "equivalent", then MATH 141 would be accepted as the prerequisite for MATH 112, and it certainly does not prepare students for MATH 112. There is so much more mathematical depth in MATH 111 than there is in MATH 141 that a student who starts in the BBA (and takes MATH 141) then switches to Science (a) needs to take MATH 111, and (b) should get recognition for taking it in terms of further credit.

One could argue that since MATH 141 has fewer credits, less content, and less difficulty than MATH 111, a student shouldn't get credit for taking MATH 141 after MATH 111. But we felt that there was enough new material in MATH 141, mainly through the applications, that it should be approved for credit following MATH 111. Also, we were discouraged from trying to create some kind of one-way equivalence - where MATH 111 can be taken for credit after

MATH 141, but MATH 141 can't be taken for credit after MATH 111.

Personally, I think it's OK for both MATH 111 and MATH 141 to each be considered sufficient to meet the Calculus requirement of the BBA and Econ major and minor, without considering them to be equivalent to each other. They have overlap in the basics, then MATH 141 extends from that with business applications, while MATH 111 extends from that with trig, Science applications and a deeper mathematical treatment.

Students who arrive at UFV with a C or better in Precalculus 12 and plan to do the BBA can take MATH 141, and they will get what they need. Students who arrive at UFV with a B or better in Precalculus 12 and want to study Business or Econ at UFV, possibly followed by an MA in Econ or an MBA that's more on the quantitative side, can take MATH 111 and possibly MATH 112, or might take MATH 141 as an intro to Calculus before taking MATH 111 and possibly MATH 112.

I've attached a final exam for MATH 111 from Dec 2015, and a final exam from MATH 141 from April 2021 (a few weeks ago), in case you'd like to compare. My MATH 111 final exam that semester didn't have polar and parametric curves on it, since we didn't have time to get to those topics that semester.

If anyone would like to see my complete course notes (done in class) for MATH 141 in Winter 2021, along with all tests and assignments, I'd be happy to share it all. Thanks to remote instruction, I've organized all of these documents better than I've ever managed to do before!

I've CC-ed Robin Endelman here, in case there's anything that she'd like to add or clarify. She's taught both MATH 111 and MATH 141 a great many times in recent years.

Thanks,  
Ian

**Memo for Program Changes**

To: UEC

From: School of Computing

Date: 7<sup>th</sup> January, 2021

**Subject: Program change (Coding Skills associate certificate)**

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: *The program changes we are seeking include:*
  - a. that COMP 359 or MATH 343 be approved as alternatives to the completion of Coding Skills associate certificate program. In particular, students will take either COMP 359 or MATH 343 as required by the program; and
  - b. that Web development and information security be considered an alternative area of specialization as a basis for admission decision to the Coding Skills associate certificate program.

2. Rationale for change(s): The following highlights the rationale for the changes we are requesting through this application:

- a. **COMP 359 vs. MATH 343:** A critical analysis of the syllabus for these courses reveals that they are mutually exclusive and that a successful completion of either of these courses will be sufficient to complete the Coding Skills associate certificate program. Specifically, the learning outcomes for these courses are consistent with one another. They both focus on the development of effective and efficient algorithms for the purpose of solving real-world computational problems. Similarly, they both share COMP 251 as a pre-requisite course.

Besides, COMP 359 is only offered during the Fall semester of any academic year. We anticipate the offering of MATH 343 in any other semester could enable us keep our promise on completion time of at least 2 academic semesters, which may in-turn boost our enrolment.

- b. **Web Development:** As it stands, Artificial Intelligence, Graphics and Mobile are the only eligible specializations for admission into the program. However, the proliferation of

frameworks and rapid evolution of web development programming languages indicate its competitiveness in the software industry. In fact, most of the concepts we teach in COMP 386 (a specific course currently designed to be offered only to students in this program) such as continuous integration and deployment, software documentation, quality assurance, secure coding, among others are also applicable and fundamental to managing underlying complexities of modern-day web development projects.

- c. **Information Security:** Another topic gaining significant attention is *secure coding*. Secure coding is the most effective and efficient practice to safeguard software from security vulnerabilities. The increasing rate of cyberattacks demands that coding security best practices becomes an integral part of our offerings. We plan to properly introduce secure coding practices in the next offering of COMP 386 (see Appendix 4 – Course Syllabus). Therefore, a specialization in information security will attract prospective applicants and expand the market base for this program.

It is our belief that by allowing Web development and Information security specializations (as basis for admission) – we could boost enrollment, create more opportunities for our students through COMP 486 – Field Practicum, and contribute to the ever-growing tech ecosystem within and beyond the Fraser Valley region.

3. If program outcomes are new or substantially changed, explain how they align with the Institutional Learning Outcomes: There are no known changes to the learning outcomes. Please refer to the (2 - Rationale) for details on the alignments of proposed changes.
4. What consideration has been given to indigenizing the curriculum? This change does not affect (or erode) any of the indigenous considerations made at the time this program was proposed. The proposed changes will improve capacity development and attract more talents (including indigenous people) that can meet the ever-growing demand for software developers within the Fraser Valley region.
5. Will additional resources be required? If so, how will these costs be covered? No, none is known at this time.
6. How will students be impacted? (Indicate the projected number of students impacted.) Is the change expected to increase/decrease enrolment in the program? We anticipate the change will boost enrollment for this program because it gives students more alternatives throughout the program life cycle and creating more avenues to complete this program in record time.
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? The proposed changes do not impact the number of credits for the completion of this program.
8. Identify any available resources that will be used to accommodate the program changes. (e.g. seats in existing classes, conversion of sections, timetabling changes, deletion of courses, etc.): At this point, we anticipate no resources because we are still to meet the enrollment capacity.

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. [No. There is none known at this time.](#)
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. [No budgetary implications known at this point.](#)

## **Coding Skills associate certificate**

Coding is a part of the software development workflow that draws on software designs and business requirements to realize the implementation of new software systems. Our daily activities are becoming increasingly integrated and reliant on computing technologies. The expertise required to develop new systems using these technologies is in high demand. Coding is an important aspect of work in specialized fields such as Artificial Intelligence (AI), Big Data Analytics, mobile technologies, and web services.

The Coding Skills associate certificate program is designed to prepare graduates as junior-level developers, front-end and back-end developers, app creators, web developers, and API engineers. This 15-credit program consists of advanced software development courses and includes a field practicum experience.

### **Entrance requirements**

Seats in the Coding Skills associate certificate are limited and entry is competitive. Applicants must have the following to be considered for admission to the program:

1. Entrance requirements for all [CIS programs](#).
2. Successful completion of the diploma in CIS at UFV or equivalent.
3. COMP 251 with a B or better.
4. A completed portfolio (see How to apply below).

Note: Students who have completed the first two years of the Computer Science major (at UFV or equivalent educational institution) will also be considered.

### **When to apply**

Applications are accepted for entrance to the Fall, Winter, and Summer semesters. For application deadlines, see [Specific intake application process](#).

### **How to apply**

1. Apply online at [ufv.ca/admissions/apply](http://ufv.ca/admissions/apply).

#### **Additional documents required for a complete application:**

- Official transcripts (or interim transcripts) from all post-secondary institutions attended showing grade/course achievement as per entrance requirements. To be considered official, transcripts must be sent directly to UFV from the originating institution; see the [Transfer Credit](#) section for details.
- Shareable hyperlink to an online electronic portfolio that demonstrates the following:

- Competency in three different programming languages
  - Specialization in one or more specific areas such as AI, Graphics, [Web, Information Security](#), and Mobile
  - Participation in team-oriented processes such as issue tracking, [version control, continuous integration and deployment, among others](#)
  - Quality of coding and documentation
2. Applicants will be advised of an admission decision and, if accepted, will be provided with registration information. A deposit is required prior to registration (see the [Fees and Other Costs](#) section) and will be applied toward tuition fees.

## **Basis for admission decision**

Students must meet all entrance requirements and will be admitted competitively based on their GPA and a portfolio evaluation consisting of:

- Competency in three different programming languages
- Specialization in a specific such as AI, Graphics, [Web, Information Security](#) and Mobile
- Participation in team-oriented processes such as issue tracking, [version control, continuous integration and deployment, among others](#)
- Quality of coding and documentation

## **Fees and additional costs**

All students in the Coding Skills associate certificate are expected to have, or have access to, their own laptop computer. Some courses may require the purchase or licensing of additional software. Wherever possible, UFV will try and obtain educational pricing. Books and additional supplies normally cost \$75–150 per course. Students are responsible for costs associated with travel to and from field placement sites.

## **Program duration**

The Coding Skills associate certificate requires at least two semesters of study and can be completed in less than one year.

## **Location**

The program is located at the Abbotsford campus. Some courses may be offered in the evening for people working full-time who wish to take courses on a part-time basis.

## Program outline

| Course             | Title                                        | Credits |
|--------------------|----------------------------------------------|---------|
| COMP 359           | Design and Analysis of Algorithms            | 3       |
| <b>or</b> MATH 343 | <a href="#">Applied Discrete Mathematics</a> |         |
| COMP 370           | Software Engineering                         | 3       |
| <b>or</b> COMP 371 | Object Oriented Modeling and Design          |         |
| <b>One of:</b>     |                                              | 3       |
| COMP 455           | Extreme Computing                            |         |
| COMP 481           | Functional and Logic Programming             |         |
| COMP 380           | Introduction to Artificial Intelligence      |         |
| COMP 351           | Advanced Website Programming                 |         |
| <b>Plus:</b>       |                                              |         |
| COMP 386           | Coding Best Practices                        | 3       |
| COMP 486           | Field Practicum                              | 3       |

## Program requirements

Students in CIS programs must maintain semester and cumulative grade point averages of at least 2.00 (C average) in order to be awarded a certificate, diploma, or degree. All courses used to satisfy certificate requirements must be completed with a grade of C or higher in order to be counted for credit towards the certificate.

## Undergraduate continuance

Students enrolled in undergraduate courses (courses numbered 100 or above) must maintain an undergraduate Cumulative Grade Point Average (CGPA) of at least 2.00 to remain enrolled in Good Academic Standing at UFV. Students in Good Academic Standing will have no registration limits placed on them. Failure to meet the minimum CGPA requirement will result in restrictions on registration and may eventually lead to academic suspension from undergraduate studies at UFV. Students on Academic Warning or Academic Probation are limited to registering in 10 credits. For further details, see the [Academic standing and undergraduate continuance section](#) of the academic calendar. Academic standing is governed by UFV's [Undergraduate Continuance policy \(92\)](#).

## Course repetition

Students may not register for a course more than twice. No more than five course duplications will be permitted in work used towards the Coding Skills program. Where a course has been repeated, only the higher grade is counted in the GPA calculation.

## **Readmission**

Students in the Coding Skills associate certificate program who fall into any of the following categories must apply for readmission:

1. Failure to register in courses required for the Coding Skills associate certificate for more than three consecutive semesters (including fall, winter, and summer). A student who withdraws from all courses in a semester will be considered not to have registered in that semester.
2. Failure to register in, or withdrawal from, the first semester of attendance after admission to the program.
3. Official completion of a CIS program or a change to another program.

## **Residency**

Students must complete at least 12 of the credits required in the certificate at UFV.

## **Graduation requirements**

To be eligible for the associate certificate, students must satisfy the following:

1. Completion of 15 applicable credits, at least 12 of which must be completed at UFV.
2. Minimum GPA of 2.50.

## **Maximum length of time to complete program**

Students must complete the associate certificate within 10 years of initial entry.

**Memo for Program Changes**

To: Linda Pardy, Chair, College of Arts Curriculum Committee

From: Karin Jager, Department Head, Graphic + Digital Design

Date: April 8, 2021

**Subject: Program change Graphic and Digital Design Minor**

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: Total number of credits.

2. Rationale for change(s): To offer students greater flexibility and choice within their current degree path, future career goals, and/or further studies. This minor was originally designed with a very prescriptive path to prepare students with specific skills in communication and web design required for a typical inhouse position. Students can still embark on this path if they choose however, new courses in GDD now offer more opportunities for customization in sought after fields of practice such as UX and experiential design. The recent launch of the GDD Major has made this possible. The revisions to this minor are such that students can choose any GD courses to achieve the GD minor. Additionally, the total number of credits has been reduced to 30 from 33. GDD also offers an extended minor, but it is more prescriptive and geared towards portfolio development and BFA program paths.
3. If program outcomes are new or substantially changed, explain how they align with the Institutional Learning Outcomes: The program learning outcomes remain the same.
4. What consideration has been given to indigenizing the curriculum?  
GD courses are beginning to critically examine the systems in which we engage and integrate ways of knowing beyond human centred methodology. GDD's new upper-level courses consider systems design as core to impact and a designer's responsibility.
5. Will additional resources be required? If so, how will these costs be covered? None.
6. How will students be impacted? (Indicate the projected number of students impacted.) Is the change expected to increase/decrease enrolment in the program? *Currently we have not had any*

*enrolment in the minor. We feel that by creating more flexibility more students will be able to access this minor, and increase enrolment significantly.*

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? *No.*
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.) *There are seats available in existing courses for GD minor students.*
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.  
*No.*
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. *There are no budgetary implications.*

## Graphic and Digital Design minor

The Graphic and Digital Design minor offers an applied foundation ~~in Communication Design and Interactive Design~~. Students are introduced to graphic design tools, processes, and professional standards of practice and ~~will~~ can attain skills and knowledge typically required for in-house and entry-level creative industry positions or in a field(s) of design practice of their choice (interactive design, dynamic media, communication design, or brand identity).

This minor can be applied to any degree program at UFV, provided the degree accepts minors. This section specifies the minor discipline requirements only. Please refer to the specific degree section for information on additional requirements, declaration eligibility, and residency requirements.

Note: Introductory ~~and directed study~~ courses are offered every semester, with some 200-, and 300-, and 400-level courses rotating in the Fall and Winter. Please note that the Graphic and Digital Design minor culminates in upper-level courses that require a series of sequential skills obtained over several semesters. Students should make strategic course selections over at least a two-year period to ensure timely program completion.

## Program learning outcomes

Upon successful completion of the GDD minor, students will be able to:

- Demonstrate functional competence with principles of visual organization, visual language, typography, and theory as applied to visual communication problems.
- Analyze visual communication problems using critical thinking skills.
- Develop strategies for planning, producing, and disseminating visual communication.
- Utilize processes, tools, and technology for graphic design practice.

## Program outline

Lower-level requirements: 18-15 credits

| <b>Course</b>                                                  | <b>Title</b>                                                    | <b>Credits</b> |
|----------------------------------------------------------------|-----------------------------------------------------------------|----------------|
| <del>GD-101</del>                                              | <del>Fundamentals of Design</del>                               | <del>3</del>   |
| <del>GD-154</del>                                              | <del>Typography I</del>                                         | <del>3</del>   |
| GD 157                                                         | Digital Design Media I                                          | 3              |
| GD 159                                                         | Digital Design Media II                                         | 3              |
| <del>GD-204</del>                                              | <del>Interactive Design II: Web Development for Designers</del> | <del>3</del>   |
| <del>or</del> <del>CIS-145</del>                               | <del>Web Publishing</del>                                       | <del>-</del>   |
| <del>GD-260</del>                                              | <del>Graphic and Digital Design I</del>                         | <del>3</del>   |
| <u>9 lower-level credits chosen from CIS145 and/or any GD.</u> |                                                                 |                |

Upper-level requirements: 15 credits

| <b>Course</b>     | <b>Title</b>                                                    | <b>Credits</b> |
|-------------------|-----------------------------------------------------------------|----------------|
| <del>GD-316</del> | <del>Print and Digital Production</del>                         | <del>3</del>   |
| <del>GD-361</del> | <del>Portfolio Development for Graphic and Digital Design</del> | <del>3</del>   |

|                                                                                                                             |                                         |   |
|-----------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|---|
| GD 358                                                                                                                      | Interactive Design for Portfolio        | 3 |
| <u>15 upper-level credits chosen from MEDA 469, GD 464/GEOG 464, and any GD (except for GD498, GD499) Six credits from:</u> |                                         | 6 |
| -                                                                                                                           | Upper-level GD courses                  |   |
| <u>MEDA 469</u>                                                                                                             | Design Thinking for Creative Leadership |   |
| VA 360                                                                                                                      | Professional Development and Practices  |   |

## Residency

Students must complete at least 50% of the upper-level credits required in the minor or extended minor at UFV.

## Course listings

For complete details on courses see the [course descriptions](#) section.



## Academic Misconducts Summary Report 2020-2021

This reports summarises incidents of academic misconduct according to the Student Academic Misconduct policy (#70) and its related Regulation and Procedures. This report covers the Fall 2020, Winter 2021 and Summer 2021 terms.

Chart 1 - Academic Misconducts Cases by Type

Chart 2 - Academic Misconduct Cases by Faculty and Discipline

Chart 3 – Number of Resolution meetings

Chart 4 – Number of Repeat offences

Chart 5 – Number of Appeals

Chart 6 – Types of Penalties

Table 1 – Student Academic Misconduct by Semester

**Chart 1: Academic Misconducts Cases by Type**

| Type                    | Fall 2020  | Winter 2021 | Summer 2021 | Annual Total |
|-------------------------|------------|-------------|-------------|--------------|
| Cheating                | 80         | 44          | 24          | 148          |
| Plagiarism              | 68         | 71          | 25          | 164          |
| Plagiarism and Cheating | 0          | 0           | 1           | 1            |
| Aiding and Abetting     | 1          | 0           | 1           | 2            |
| Falsification           | 1          | 0           | 0           | 1            |
| Resubmission of Work    | 0          | 1           | 0           | 1            |
| <b>TOTAL</b>            | <b>150</b> | <b>116</b>  | <b>51</b>   | <b>317</b>   |



**Chart 2: Academic Misconduct Cases by Faculty and Discipline**

| Faculty              | Discipline      | Fall 2020  | Winter 2021 | Summer 2021 |
|----------------------|-----------------|------------|-------------|-------------|
| College of Arts      | ANTH            | 2          | 0           | 0           |
|                      | CMNS            | 10         | 2           | 6           |
|                      | CRIM            | 40         | 23          | 7           |
|                      | CSM             | 0          | 1           | 0           |
|                      | ECON            | 3          | 6           | 4           |
|                      | ENGL            | 1          | 0           | 12          |
|                      | HIST            | 2          | 1           | 0           |
|                      | MACS            | 13         | 20          | 1           |
|                      | MEDA            | 1          | 0           | 0           |
|                      | PHIL            | 0          | 0           | 2           |
|                      | PSYC            | 0          | 2           | 0           |
|                      | SOC             | 4          | 1           | 0           |
|                      | THEA            | 4          | 7           | 0           |
|                      | VA              | 3          | 1           | 0           |
|                      | <b>Subtotal</b> | <b>83</b>  | <b>64</b>   | <b>32</b>   |
| Health Sciences      | KIN             | 8          | 2           | 0           |
|                      | <b>Subtotal</b> | <b>8</b>   | <b>2</b>    | <b>0</b>    |
| Science              | PHYS            | 3          | 0           | 0           |
|                      | MATH            | 17         | 12          | 9           |
|                      | STAT            | 10         | 9           | 9           |
|                      | <b>Subtotal</b> | <b>30</b>  | <b>21</b>   | <b>18</b>   |
| Professional Studies | BUS             | 15         | 21          | 1           |
|                      | CIS             | 5          | 1           | 0           |
|                      | COMP            | 9          | 5           | 0           |
|                      | LIBT            | 0          | 1           | 0           |
|                      | SOWK            | 0          | 1           | 0           |
|                      | <b>Subtotal</b> | <b>29</b>  | <b>29</b>   | <b>1</b>    |
| <b>TOTAL</b>         |                 | <b>150</b> | <b>116</b>  | <b>51</b>   |


**Chart 3: Number of Resolution Meetings**

| Resolution Meetings | Fall 2020 | Winter 2021 | Summer 2021 |
|---------------------|-----------|-------------|-------------|
| Attended            | 142       | 105         | 48          |
| Did not attend*     | 8         | 11          | 3           |

\*Student either did not respond or failed to attend the Resolution Meeting.

**Chart 4: Number of Repeat Offences**

| Fall 2020 | Winter 2021 | Summer 2021 | Annual Total |
|-----------|-------------|-------------|--------------|
| 31        | 12          | 5           | 48           |

**Chart 5: Number of Appeals**

| Semester          | Fall 2020                                              | Winter 2021                                   | Summer 2021                  | Total |
|-------------------|--------------------------------------------------------|-----------------------------------------------|------------------------------|-------|
| Number of Appeals | 12                                                     | 7                                             | 1                            | 20    |
| Appeal Outcomes   | 11 disciplinary actions upheld, 1 reduction of penalty | 6 disciplinary actions upheld, 1 under review | 1 disciplinary action upheld |       |

**Number of Appeals**

Of the 20 appeals reported above, none resulted in an appeal to the Senate Standing Committee for Student Appeals.



### Types of Penalties

The penalties below are categorized according to Policy 70, Regulations and Procedures, point 7.

**Note:** Students can receive more than one penalty.

| Chart 6: Penalties Assigned for Academic Misconduct                                                                                                                        | Fall<br>2020 | Winter<br>2021 | Summer<br>2021 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|----------------|----------------|
| 7.2.1 – Any penalties assigned under the Faculty-Led Response (Resubmit work with/without penalty, written warning, encouragement to complete Academic Integrity Workshop) | 10           | 20             | 4              |
| 7.2.2 – Requirement to complete Academic Integrity Workshop                                                                                                                | 95           | 79             | 39             |
| 7.2.3 – A grade of zero on the Academic Work (first offence)                                                                                                               | 85           | 73             | 23             |
| 7.2.4 – F or FD grade (in particularly egregious cases in a first offence)                                                                                                 | 1            | 0              | 0              |
| 7.3.1 – A grade of zero if not assigned the same penalty in first offence                                                                                                  | 11           | 2              | 2              |
| 7.3.2 – An F grade for the course (second offence)                                                                                                                         | 6            | 7              | 3              |
| 7.3.3 – An FD grade for the course (second offence)                                                                                                                        | 7            | 2              | 0              |
| 7.4.1 – An F grade (third or higher offence)                                                                                                                               | 1            | 1              | 0              |
| 7.4.2 – An FD grade (third or higher offence)                                                                                                                              | 5            | 1              | 0              |
| 7.4.3 – Placed on Academic Probation                                                                                                                                       | 2            | 0              | 0              |
| Other – Grade reduction and/or zero on applicable sections                                                                                                                 | 31           | 26             | 18             |
| Other – deadline to complete the Academic Integrity Workshop or more severe penalty will apply                                                                             | 5            | 2              | 0              |
| Other – not permitted to write final exam                                                                                                                                  | 0            | 1              | 0              |
| Other – must complete a Track Tutoring session                                                                                                                             | 1            | 0              | 0              |
| Other – Decanal requirement for remedial improvements                                                                                                                      | 0            | 1              | 0              |



## Student Academic Misconducts Three Year Summary

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