



**UNDERGRADUATE EDUCATION COMMITTEE (UEC)**  
**May 22, 2015 - 10:00 AM**  
**A225**

**AGENDA**

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Page

**1. APPROVAL OF THE AGENDA**

**2. APPROVAL OF UEC MINUTES**

4 - 8      **2.1. UEC draft minutes: April 24, 2015**

MOTION: To approve the draft minutes as presented.

**3. COURSE OUTLINES**

9 - 21

**3.1. Art History**

Review with changes including prerequisites: AH 312, 321, 330

MOTION: To approve the AH course outlines as presented.

22 -  
39

**3.2. Business Administration**

New course: BUS 378

New course: BUS 379

New course: BUS 477

MOTION: To approve the new BUS course outlines as presented.

40 -  
52

**3.3. Health Studies**

Changes including credits, title, and total hours: NURS 104

Changes including credits, title, prerequisites, and total hours: NURS 105

Changes including credits, prerequisites, and total hours: NURS 106

Changes including credits, title, and total hours: HSC 116

MOTION: To approve the NURS and HSC course outlines as presented.

53 -  
56

**3.4. Philosophy**

Review with changes including title and course number: PHIL 412 (formerly PHIL 312)

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MOTION: To approve the PHIL 412 course outline as presented.

#### 4. PROGRAMS

57 -  
86

##### 4.1. Geography

Change to program requirements: Geography Honours, major, major concentrations, minor, and extended minor

Change to program requirements: Physical Geography Honours and major

MOTION: To approve the changes to the Geography Honours, major, major concentrations, minor, and extended minor program requirements as presented.

MOTION: To approve the changes to the Physical Geography Honours and major program requirements as presented.

87 -  
93

##### 4.2. Business Administration

Change to program requirements: BBA Human Resource Management option and Organizational Studies concentration

MOTION: To approve the changes to the Bachelor of Business Administration Human Resource Management option and Organizational Studies concentration as presented.

94 -  
97

##### 4.3. Biology

Change to program requirements: Biology major concentrations

MOTION: To approve the changes to the Biology major Pre-Medicine/Pre-Veterinary concentration and Ecology and Biology of Organisms concentration as presented.

98 -  
102

##### 4.4. Philosophy

Change to program requirements: Philosophy major and minor

MOTION: To approve the changes to the Philosophy major program requirements as presented.

MOTION: To approve the changes to the Philosophy minor program requirements as presented.

103 -  
117

##### 4.5. Computer Information Systems

Discontinuation: Animation Arts certificate

Discontinuation: CISCO Networking and Network Security certificate

Discontinuation: CIS certificate - Web Design and Animation option

Discontinuation: Professional Computer Proficiency certificate

MOTION: To recommend that the Animation Arts certificate be discontinued as presented.

MOTION: To recommend that the CISCO Networking and Network Security

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certificate be discontinued as presented.

MOTION: To recommend that the CIS certificate - Web Design and Animation option be discontinued as presented.

MOTION: To recommend that the Professional Computer Proficiency certificate be discontinued as presented.

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

### **5.1. Election of Chair for 2015/16**

### **5.2. Procedures for Policy 21** (to be distributed via e-mail prior to the meeting)

MOTION:

To approve the revised Procedures for the undergraduate program and course approval process.

### 118 **5.3. Policy Subcommittee report**

MOTION: To approve the Policy Subcommittee Terms of Reference as presented.

### 119 - **5.4. Admission policy consultation**

130

### **5.5. Course review dates**

### **5.6. Admissions Subcommittee report**

### **5.7. Curriculum Quality Subcommittee report**

### **5.8. Transfer Credit Subcommittee report**

## **6. INFORMATION ITEMS**

### 131 **6.1. UEC meeting dates for 2015/16**

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

ENGL 071, 091, 104, 209, 216, 309, 311, 323, 335

LING 101, 102

## **7. ADJOURNMENT**



**UNDERGRADUATE EDUCATION COMMITTEE (UEC) MEETING**

April 24, 2015  
10:00 AM - A225  
Abbotsford Campus

**DRAFT MINUTES**

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**PRESENT:** Rhonda Colwell, Heather Comepeau, Vlad Dvoracek, Darren Francis, Peter Geller, Nancy Goad, Arlene Leon, Stan Manu, Kate McCulloch, David McGuire, Rod McLeod, Lisa Moy, Theresa Mulder, Sylvie Murray, Samantha Patridge, Eric Spalding, Simon Xi  
**ABSENT:** Satwinder Bains, Maria Bos-Chan, Sue Brigden, John English, Shirley Hardman, Anthony Iliev, Steven Marsh, Maureen Wideman  
**GUESTS:** Teresa Arroliga-Piper, Jill Bain, Kenneth Gariepy, Derek Harnett, Cynthia Loten, Stephen Piper  
**RECORDER:** Amanda Grimson

**1. APPROVAL OF THE AGENDA**

**2. APPROVAL OF UEC MINUTES**

2.1. UEC draft minutes: March 27, 2015

**MOTION:**

To approve the draft minutes as presented.  
CARRIED

**3. COURSE OUTLINES**

**3.1. Library and Information Technology**

New course: LIBT 399, Advanced Topics in Library and Information Technology

Course offering information is not typically included in the calendar description, and some edits will be made. Expected frequency of course offerings will also be changed to "at least every three years".

**MOTION:**

To approve the new LIBT 399 course outline as amended:

- Course description: "~~Offered on an occasional basis, t~~his senior-level, project-based course focuses on specific topics(s) of study relating to library work and/or information and technology studies. The course is offered only when ~~funding is available and~~ sufficient student interest is demonstrated."
- Expected frequency of course offering: ~~Occasional~~ **At least every three years.**

CARRIED

**3.2. Mathematics and Statistics**

Review with changes including total hours: MATH 415

**MOTION:**

To approve the MATH 415 course outline as presented.  
CARRIED

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**3.3. Modern Languages**

New course: SPAN 280, Intermediate Spanish Practicum I  
New course: SPAN 281, Intermediate Spanish Practicum II  
New course: SPAN 320, Special Topics in Spanish Language  
New course: SPAN 330, Special Topics in Hispanic Culture  
New course: SPAN 340, Spanish Translation  
New course: SPAN 350, Spanish Immersion  
New course: SPAN 493, Directed Studies in Spanish  
Changes including title and total hours: SPAN 380, 381

The difference in hours between SPAN 281 (260 hr) and SPAN 381 (340 hr) was questioned, as both are 6-credit courses. T. Arroliga-Piper (Modern Languages department head) indicated that these courses mirror what other institutions offer, as well as other practicum courses at UFV. The hours for SPAN 381 are also being increased to match GDS 311, which is based on the requirements of overseas NGOs.

**MOTION:**

To approve the SPAN course outlines as presented.  
CARRIED

**3.4. Physics**

Changes including prerequisites, total hours, and course number: PHYS 275 (formerly PHYS 175)

The maximum enrolment of 6 was discussed. Although the department currently only intends to run this as Independent Studies, they are open to the potential of offering it as a full class later on. However, since this course takes place at the BC Cancer Agency's facility, any changes would need to be discussed with them first.

The course description will be updated to include a note that field trips are required.

**MOTION:**

To approve the PHYS 275 course outline as amended:

- Prerequisites changed to: "One of the following: BIO 111, PHYS 105, or PHYS 112."
- Addition of note that field trips will be required.

CARRIED

**3.5. Visual Arts**

Review with changes including prerequisites and discontinuation of cross-listing with ENGL: VA 165

**MOTION:**

To approve the changes to VA 165 course outline, including discontinuation of the cross-listing with ENGL 165, as presented.

CARRIED

**4. PROGRAMS**

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**4.1. English**

Change to program requirements: English Honours, majors (English Literature, Creative Writing concentration, and Writing and Rhetoric concentration), minor, and extended minor

**MOTION:**

To approve the removal of ENGL 165 from the English Honours, majors, minor, and extended minor program requirements as presented.  
CARRIED

**4.2. Social, Cultural, and Media Studies**

Change to program requirements: Latin American Studies minor and extended minor

**MOTION:**

To approve the changes to the Latin American Studies minor and extended minor program requirements as presented.  
CARRIED

**4.3. Geography and the Environment**

Change to program requirements: Physical Geography Honours

**MOTION:**

To approve the changes to the Physical Geography Honours program requirements as presented.  
CARRIED

**4.4. Mathematics and Statistics**

Change to entrance and program requirements: Data Analysis Post-degree certificate

**MOTION:**

To approve the changes to the Data Analysis Post-degree certificate program requirements as presented.  
CARRIED

**MOTION:**

To recommend the changes to the Data Analysis Post-degree certificate entrance requirements as presented.  
CARRIED

**5. OTHER BUSINESS/DISCUSSION ITEMS**

**5.1. Policy 101, Grading System**

The Policy Subcommittee thanked Elaine Harris for her work on this policy.

**MOTION:**

To recommend that the draft Grading System policy (101) be sent out for university-wide consultation.  
CARRIED

**5.2. Policy Subcommittee report**

The Policy Subcommittee has been reviewing the recommendations of the Short Programs Subcommittee. Recommendations #1-4 and part of #10 are encompassed by policy 64, and have been forwarded to Al Wiseman, the proponent for that policy's review. Discussion of recommendations #5-7 was deferred, but #8 and #9 were reviewed and should be recommended to Dean's Council. Recommendation #11 is already included in the UEC Procedures. #12 is duly noted and is being considered by various parties, including OReg, the Calendar Editor, and Institutional Research.

This subcommittee's Terms of Reference will be submitted to UEC's next meeting for approval.

**5.3. Review of Policy 21 procedures**

It was determined that the Policy Subcommittee should be asked to review the procedures and bring any suggested revisions back to UEC for approval. As changes are made, it should be emphasized that slight adjustments are being made to further streamline the process.

**5.4. Curriculum Quality Subcommittee report**

This subcommittee is making progress. Terms of Reference were presented to UEC for approval, although the majority of this document came from discussion at the UEC retreat.

**MOTION:**

To approve the UEC Curriculum Quality Subcommittee Terms of Reference as presented.

CARRIED

**5.5. Admissions Subcommittee report**

There was no report from this subcommittee.

**5.6. Transfer Credit Subcommittee report**

There was no report from this subcommittee.

**6. INFORMATION ITEMS**

**6.1. Revised UEC Terms of Reference**

Sylvie Murray (Coordinator, Program Development and Quality Assurance) is now an ex-officio non-voting member of UEC.

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

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**6.3. Library and Information Technology**

As indicated at a previous UEC meeting, LIBT 161 and 265 will remain at 1.5 credits; the 3-credit versions will be LIBT 162 and LIBT 266.

**7. ADJOURNMENT**

The meeting was adjourned at 11:59 am.



**From:** Amanda Grimson  
**Sent:** Wednesday, March 18, 2015 2:30 PM  
**To:** cwconsult  
**Subject:** AH 312, 321, 330 - changes including prereqs

The UEC Screening Subcommittee has reviewed these courses and has the following comments. The committee appreciates how the learning outcomes have been improved, with a few small exceptions as noted below.

AH 312:

- No typical instructional methods have been given.
- Learning outcome #4: suggest removing “describe and”.
- Concern over the last learning outcome (“apply critical skills to formulate, articulate and communicate ideas in oral and written forms”): is this being taught in the course, or is it an assessment mechanism? Is it specific to the course, or perhaps a program outcome instead? If it is not something that is being taught in the course, it should not be included in the learning outcomes.

AH 321:

- Learning outcome #1: suggest changing “articulate knowledge of the social, cultural, and artistic impacts...” to “discuss the social, cultural, and artistic impacts...”
- Same comment as AH 312 regarding the last learning outcome.

AH 330:

- Learning outcome #1: suggest choosing either “describe” or “apply”, rather than both verbs.
- Learning outcome #6: the committee felt this outcome was particularly well-written.
- Same comment as AH 312 and 321 regarding the last learning outcome. (Is this being taught in the course?)

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**From:** Vicki Bolan  
**Sent:** April-24-15 3:35 PM  
**To:** Amanda Grimson; cwconsult  
**Subject:** RE: AH 312, 321, 330 - changes including prereqs

Hi Amanda

The program committee appreciates the input from the UEC Screening Subcommittee and has made the suggested changes to the outlines (attached).

Best regards  
Vicki

Vicki Bolan, BA  
Department Assistant, Visual Arts | University of the Fraser Valley | 33844 King Road | Abbotsford, BC V2S 7M8  
P: 604. 854-4543 | F: 604.855-7558 | E: [vicki.bolan@ufv.ca](mailto:vicki.bolan@ufv.ca)

**Memo for Course Changes**

To: College of Arts Curriculum Committee

From: Jill Bain, Visual Arts Dept Head

Date: January 6, 2014

**Subject: Proposal for revision of AH 312 – Baroque Art & Architecture**

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:
  - a. Standard course review bringing calendar description to institutional norm
  - b. Lessening of pre-requisites to allow for easier access
  - c. Change to wording of learning outcomes to quantifiable expectations
3. If there are substantial changes to the learning outcomes, explain how they align with the learning outcomes of the program(s): N/A
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)? N/A
6. What consideration has been given to indigenizing the curriculum?
  - a. Indigenous content varies according to the specific topics covered by instructors
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
  - 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? N/A
- 10. Estimate of the typical costs for this course, including textbooks and other materials:
  - a. Tuition plus \$100 for textbook



**ORIGINAL COURSE IMPLEMENTATION DATE:** September 2010  
**REVISED COURSE IMPLEMENTATION DATE:** January 2016  
**COURSE TO BE REVIEWED:** (six years after UEC approval) May 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> AH 312                                                                                                                                                                                                                                                                                                                                                                                                                       |           | <b>Number of Credits:</b> 4 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                                                                                                                                                                        |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Course Full Title:</b> Studies in Baroque Art and Architecture                                                                                                                                                                                                                                                                                                                                                                                           |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Course Short Title (if title exceeds 30 characters):</b> Baroque Art and Architecture                                                                                                                                                                                                                                                                                                                                                                    |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Faculty:</b> Faculty of Humanities                                                                                                                                                                                                                                                                                                                                                                                                                       |           | <b>Department (or program if no department):</b> Visual Arts                                                                                                                                                                                                                                                                                                                                                                                                                                  |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Calendar Description:</b><br>From the vantage points of the Counter-Reformation and rise of modern European states, this course addresses visual culture from the late 16th through the early 18th century in relation to the rise of the art academies, art theory, religious conflict, scientific discovery, political geography, and colonial expansion.                                                                                              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                             |           | 3 credits of 100- or 200-level Art History or 45 university-level credits.                                                                                                                                                                                                                                                                                                                                                                                                                    |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                               |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Pre/corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                           |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Equivalent Courses (cannot be taken for additional credit)</b><br>Former course code/number:<br>Cross-listed with:<br>Equivalent course(s):<br><i>Note: Equivalent course(s) should be included in the calendar description by way of a note that students with credit for the equivalent course(s) cannot take this course for further credit.</i>                                                                                                      |           | <b>Transfer Credit</b><br>Transfer credit already exists: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Transfer credit requested (OREg to submit to BCCAT):<br><input type="checkbox"/> Yes <input type="checkbox"/> No (if yes, fill in transfer credit form)<br>Resubmit revised outline for articulation: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>To find out how this course transfers, see <a href="#">bctransferguide.ca</a> . |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Total Hours:</b> 60<br><b>Typical structure of instructional hours:</b>                                                                                                                                                                                                                                                                                                                                                                                  |           | <b>Special Topics</b><br>Will the course be offered with different topics?<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>If yes, different lettered courses may be taken for credit:<br><input type="checkbox"/> No <input type="checkbox"/> Yes, repeat(s) <input type="checkbox"/> Yes, no limit<br><i>Note: The specific topic will be recorded when offered.</i>                                                                                              |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <table border="1"> <tr><td>Lecture hours</td><td>40</td></tr> <tr><td>Seminars/tutorials/workshops</td><td>20</td></tr> <tr><td>Laboratory hours</td><td></td></tr> <tr><td>Field experience hours</td><td></td></tr> <tr><td>Experiential (practicum, internship, etc.)</td><td></td></tr> <tr><td>Online learning activities</td><td></td></tr> <tr><td>Other contact hours:</td><td></td></tr> <tr><td><b>Total</b></td><td><b>60</b></td></tr> </table> |           | Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 40 | Seminars/tutorials/workshops | 20 | Laboratory hours |  | Field experience hours |  | Experiential (practicum, internship, etc.) |  | Online learning activities |  | Other contact hours: |  | <b>Total</b> | <b>60</b> | <b>Maximum enrolment (for information only):</b> 25<br><b>Expected frequency of course offerings (every semester, annually, every other year, etc.):</b> every two years |  |
| Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                               | 40        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| Seminars/tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                | 20        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| Laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                            |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| Field experience hours                                                                                                                                                                                                                                                                                                                                                                                                                                      |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| Experiential (practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                  |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| Online learning activities                                                                                                                                                                                                                                                                                                                                                                                                                                  |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| Other contact hours:                                                                                                                                                                                                                                                                                                                                                                                                                                        |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>60</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Department / Program Head or Director:</b> Jill Bain                                                                                                                                                                                                                                                                                                                                                                                                     |           | <b>Date approved:</b> December 16, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                             |           | <b>Date approved:</b> February 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                           |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Campus-Wide Consultation (CWC)</b>                                                                                                                                                                                                                                                                                                                                                                                                                       |           | <b>Date of posting:</b> March 27, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                        |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Dean/Associate VP:</b> Jacqueline Nolte                                                                                                                                                                                                                                                                                                                                                                                                                  |           | <b>Date approved:</b> February 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                           |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                     |           | <b>Date of meeting:</b> May 22, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                          |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |

**Learning Outcomes**

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

- articulate knowledge of the artistic and cultural production during the Baroque period in relation to social, political, and religious contexts
- describe the stylistic characteristics of Baroque art in its national and regional representations
- classify the methods, materials, subjects, symbols, and signs significant to the period and region
- analyze the reception and dissemination of artistic production in the historical context
- utilize art historical methodology through readings and in-depth case studies
- apply research skills in the field of art history and visual culture
- use critical skills in evaluating Baroque art and architecture

**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, case studies, group discussions

**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. Alpers, Svetlana         | The Art of Describing: Dutch Art in the 17 <sup>th</sup> Century                  | <input checked="" type="checkbox"/> | Univ of Chicago | 1983 |
| 2. Bomford, David, et al    | Rembrandt                                                                         | <input type="checkbox"/>            | Yale UP         | 2007 |
| 3. Chapman, H. Perry, et al | Jan Steen: Painter and Storyteller                                                | <input type="checkbox"/>            | Yale UP         | 1996 |
| 4. Gowing, Michael          | Art and Commerce in the Dutch Golden Age                                          | <input type="checkbox"/>            | Yale UP         | 1999 |
| 5. Schama, Simon            | The Embarrassment of Riches: An Interpretation of Dutch Culture of the Golden Age | <input type="checkbox"/>            | NY: Knopf       | 1987 |

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

**Typical Evaluation Methods and Weighting**

|                |     |                |     |                   |     |            |      |
|----------------|-----|----------------|-----|-------------------|-----|------------|------|
| Final exam:    | 20% | Assignments:   | 20% | Midterm exam:     | 20% | Practicum: | %    |
| Quizzes/tests: | %   | Lab work:      | %   | Field experience: | %   | Shop work: | %    |
| Term Paper:    | 30% | Participation: | 10% | Other:            | %   | Total:     | 100% |

**Details (if necessary):**

**Typical Course Content and Topics**

**Dutch Baroque or Art of the Golden Age**

- Week 1: Dutch Republic - Calvinism, Iconoclasm and Art Market
- Week 2: The Netherlandish Tradition
- Week 3: Carravagism in the Dutch Republic
- Week 4: Rembrandt
- Week 5: Rembrandt's Workshop
- Week 6: Frans Hals and Dutch Portraiture
- Week 7: Genre Painting – Low Life and Comic Modes
- Week 8: Naturalism and Interpretation
- Week 9: Landscape and Marine Painting
- Week 10: Scenes of Everyday Life, Domestic Interior, Still Life
- Week 11: Architectural Painting
- Week 12: Vermeer and Scientific Observation; the Delft School
- Week 13: The Legacy of 17th Century Dutch Art

**Memo for Course Changes**

To: College of Arts Curriculum Committee

From: Jill Bain, Visual Arts Department Head

Date: February 3, 2015

**Subject: Proposal for revision of AH 321 – Canada: A Contact Zone**

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:

- a. Revision of calendar description to bring in line with institutional format
- b. Lessening of pre-requisites to allow for easier access
- c. Editing of learning outcomes for clarification

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

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)? N/A

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

- a. The course content is directly related to indigenous content

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
- 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? N/A
- 10. Estimate of the typical costs for this course, including textbooks and other materials:
  - a. Tuition plus \$100+ Textbooks



**ORIGINAL COURSE IMPLEMENTATION DATE:** September 2009  
**REVISED COURSE IMPLEMENTATION DATE:** January 2016  
**COURSE TO BE REVIEWED:** (six years after UEC approval) May 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> AH 321                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           | <b>Number of Credits:</b> 4 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                            |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Course Full Title:</b> Canada: Contact Zone                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Course Short Title (if title exceeds 30 characters):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Faculty:</b> Faculty of Humanities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           | <b>Department (or program if no department):</b> Visual Arts                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Calendar Description:</b><br>This course explores the role of art and visual culture as a mediator between Indigenous and Settler communities in pre-and post-Confederate Canada. Conflict, negotiation, appropriation, and resistance characterize such cross-cultural exchanges, and – in this complex context – the course considers the social, political, and economic implications of post-Contact art objects.<br><br>Note: Students with credit for AH 320D cannot take this course for further credit.                                                                                                                                                      |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           | 3 credits of 100- or 200-level Art History or 45 university-level credits.                                                                                                                                                                                                                                                                                                                                                                                                                                                        |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Pre/corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Equivalent Courses (cannot be taken for additional credit)</b><br>Former course code/number: <b>AH 320D</b><br>Cross-listed with:<br>Equivalent course(s):<br><i>Note: Equivalent course(s) should be included in the calendar description by way of a note that students with credit for the equivalent course(s) cannot take this course for further credit.</i>                                                                                                                                                                                                                                                                                                   |           | <b>Transfer Credit</b><br>Transfer credit already exists: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br><br>Transfer credit requested (OReg to submit to BCCAT):<br><input type="checkbox"/> Yes <input type="checkbox"/> No (if yes, fill in transfer credit form)<br><br>Resubmit revised outline for articulation: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br><br>To find out how this course transfers, see <a href="http://bctransferguide.ca">bctransferguide.ca</a> . |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Total Hours: 60</b><br><b>Typical structure of instructional hours:</b> <table border="1" style="width: 100%;"> <tr><td>Lecture hours</td><td style="text-align: right;">40</td></tr> <tr><td>Seminars/tutorials/workshops</td><td style="text-align: right;">20</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: right;"><b>60</b></td></tr> </table> |           | Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 40 | Seminars/tutorials/workshops | 20 | Laboratory hours |  | Field experience hours |  | Experiential (practicum, internship, etc.) |  | Online learning activities |  | Other contact hours: |  | <b>Total</b> | <b>60</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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 40        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| Seminars/tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 20        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| Laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| Field experience hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| Experiential (practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| Online learning activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| Other contact hours:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>60</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           | <b>Maximum enrolment (for information only):</b> 25                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Expected frequency of course offerings (every semester, annually, every other year, etc.):</b> Every two years                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Department / Program Head or Director:</b> Jill Bain                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           | <b>Date approved:</b> January 30, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           | <b>Date approved:</b> February 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Campus-Wide Consultation (CWC)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           | <b>Date of posting:</b> March 27, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Dean/Associate VP:</b> Jacqueline Nolte                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           | <b>Date approved:</b> February 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           | <b>Date of meeting:</b> May 22, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |



**Learning Outcomes**

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

- articulate knowledge of the social, cultural, and artistic impacts of contact on Indigenous and Settler communities in pre-and - post-Confederate Canada
- define the shifting perceptions and functions of object/image-making by Indigenous people from the early colonial period to the globalized present
- analyze the importance of various government projects and institutions in shaping reception and circulation of these objects
- engage critically in the interpretation of artistic and cultural production in national, regional, and local milieus
- employ research skills in the field of art history and visual culture

**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, guest lecturers, discussions, seminars, presentations, relevant audio-visual material, and – where appropriate and possible – gallery/museum visits or field trips.

**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. Duffek, Karen & Townsend-Gault, Charlotte, eds. | Bill Reid and Beyond: Expanding on Modern Native Art                        | <input checked="" type="checkbox"/> | Douglas & McIntyre         | 2005 |
| 2. Francis, Daniel                                 | The Imaginary Indian: the Image of the Indian in Canadian Culture           | <input checked="" type="checkbox"/> | Arsenal Pulp Press         | 2011 |
| 3. Jessup, Lynda                                   | Antimodernism and Artistic Experience: Policing the Boundaries of Modernity | <input checked="" type="checkbox"/> | UofT Press                 | 2001 |
| 4. Jessup, Lynda & Bragg, Shannon, eds.            | On Aboriginal Representation in the Gallery                                 | <input checked="" type="checkbox"/> | Cdn Museum of Civilization | 2002 |
| 5.                                                 | Brian Jungen – Exhibition Catalogue, Vancouver Art Gallery                  | <input checked="" type="checkbox"/> | Douglas & McIntyre         | 2005 |

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

**Typical Evaluation Methods and Weighting**

|                |     |              |     |                   |   |            |      |
|----------------|-----|--------------|-----|-------------------|---|------------|------|
| Final exam:    | 20% | Assignments: | 50% | Midterm exam:     | % | Practicum: | %    |
| Quizzes/tests: | %   | Lab work:    | %   | Field experience: | % | Shop work: | %    |
| Term Paper:    | 30% | Other:       | %   | Other:            | % | Total:     | 100% |

**Details (if necessary):**

Individual Presentation: 15%  
Group Presentation: 20%  
Seminar: 15%

**Typical Course Content and Topics**

Week 1: Pre-Contact Cultural Production by Canada's First Nations  
Week 2: Post-Contact Cultural Production by Canada's First Nations  
Week 3: "Ethnographic Documentation" of the Imaginary Indian  
Week 4: Colonial Rhetoric - Representing the "Other"  
Week 5: Emily Carr's Legacy: the Artist Revisioned and Revisited  
Week 6: Totem Poles and Carving  
Week 7: Power of Masks - Tradition and Innovation  
Week 8: European Modernisms, Modernity and First Nations Culture  
Week 9: Addressing Serious Issues with Humour  
Week 10: Response to Violence - Feminist Interventions  
Week 11: Institutionalization of Display and Dissemination  
Week 12: Negotiating Commonalities and Differences  
Week 13: Through Contact to Connection / Shaping Identities

**Memo for Course Changes**

To: College of Arts Curriculum Committee

From: Jill Bain, Visual Arts Department Head

Date: February 3, 2015

**Subject: Proposal for revision of AH 330 – Museum Principles and Practices**

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:

- a. Revision of calendar description to bring in line with institutional format
- b. Lessening of pre-requisites to allow for easier access
- c. Editing of learning outcomes for clarification
- d. Changes to the delivery method allow for the course to be taught as either in-class or associated with a field trip

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

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)? N/A

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

- a. Indigenous content varies according to the work undertaken by students

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.)
- a. Varies according to delivery format: attending museum and/or gallery exhibitions is required in either classroom or study tour format, but may be undertaken as a group field trip (as in the case of study tours) and/or on an individual basis.
  - b. How are the trips funded? By students
10. Estimate of the typical costs for this course, including textbooks and other materials:
- a. Tuition plus \$100+ Textbooks; study tour costs typically range from \$1800 – 2700, depending on destination and accommodation choices.



**ORIGINAL COURSE IMPLEMENTATION DATE:** September 2005  
**REVISED COURSE IMPLEMENTATION DATE:** January 2016  
**COURSE TO BE REVIEWED:** (six years after UEC approval) May 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> AH 330                                                                                                                                                                                                                                                                                                                                                                                                                        |           | <b>Number of Credits:</b> 4 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                                                                                                                                                                        |   |                              |    |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Course Full Title:</b> Museum Principles and Practices                                                                                                                                                                                                                                                                                                                                                                                                    |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |   |                              |    |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Course Short Title (if title exceeds 30 characters):</b> Museum Principles & Practices                                                                                                                                                                                                                                                                                                                                                                    |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |   |                              |    |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Faculty:</b> Faculty of Humanities                                                                                                                                                                                                                                                                                                                                                                                                                        |           | <b>Department (or program if no department):</b> Visual Arts                                                                                                                                                                                                                                                                                                                                                                                                                                  |   |                              |    |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Calendar Description:</b><br>This course provides a theoretical and practical study of how museums perpetuate aesthetic, cultural, and political interests. Students will examine how galleries construct meaning and determine public taste by analyzing exhibitions in terms of broad institutional mandate as well as specific curatorial objectives, issues of display, and issues of reception.                                                      |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |   |                              |    |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                              |           | 3 credits of 100- or 200-level Art History or 45 university-level credits.                                                                                                                                                                                                                                                                                                                                                                                                                    |   |                              |    |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |   |                              |    |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Pre/corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                            |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |   |                              |    |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Equivalent Courses (cannot be taken for additional credit)</b><br>Former course code/number:<br>Cross-listed with:<br>Equivalent course(s):<br><i>Note: Equivalent course(s) should be included in the calendar description by way of a note that students with credit for the equivalent course(s) cannot take this course for further credit.</i>                                                                                                       |           | <b>Transfer Credit</b><br>Transfer credit already exists: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Transfer credit requested (OREg to submit to BCCAT):<br><input type="checkbox"/> Yes <input type="checkbox"/> No (if yes, fill in transfer credit form)<br>Resubmit revised outline for articulation: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>To find out how this course transfers, see <a href="#">bctransferguide.ca</a> . |   |                              |    |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Total Hours:</b> 60<br><b>Typical structure of instructional hours:</b>                                                                                                                                                                                                                                                                                                                                                                                   |           | <b>Special Topics</b><br>Will the course be offered with different topics?<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>If yes, different lettered courses may be taken for credit:<br><input type="checkbox"/> No <input type="checkbox"/> Yes, repeat(s) <input type="checkbox"/> Yes, no limit<br><i>Note: The specific topic will be recorded when offered.</i>                                                                                              |   |                              |    |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <table border="1"> <tr><td>Lecture hours</td><td>8</td></tr> <tr><td>Seminars/tutorials/workshops</td><td>12</td></tr> <tr><td>Laboratory hours</td><td></td></tr> <tr><td>Field experience hours</td><td>40</td></tr> <tr><td>Experiential (practicum, internship, etc.)</td><td></td></tr> <tr><td>Online learning activities</td><td></td></tr> <tr><td>Other contact hours:</td><td></td></tr> <tr><td><b>Total</b></td><td><b>60</b></td></tr> </table> |           | Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 8 | Seminars/tutorials/workshops | 12 | Laboratory hours |  | Field experience hours | 40 | Experiential (practicum, internship, etc.) |  | Online learning activities |  | Other contact hours: |  | <b>Total</b> | <b>60</b> | <b>Maximum enrolment (for information only):</b> 25<br><b>Expected frequency of course offerings (every semester, annually, every other year, etc.):</b> Every two years |  |
| Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                | 8         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |   |                              |    |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| Seminars/tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                 | 12        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |   |                              |    |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| Laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                             |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |   |                              |    |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| Field experience hours                                                                                                                                                                                                                                                                                                                                                                                                                                       | 40        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |   |                              |    |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| Experiential (practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                   |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |   |                              |    |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| Online learning activities                                                                                                                                                                                                                                                                                                                                                                                                                                   |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |   |                              |    |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| Other contact hours:                                                                                                                                                                                                                                                                                                                                                                                                                                         |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |   |                              |    |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>60</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |   |                              |    |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Department / Program Head or Director:</b> Jill Bain                                                                                                                                                                                                                                                                                                                                                                                                      |           | <b>Date approved:</b> January 30, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                        |   |                              |    |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                              |           | <b>Date approved:</b> February 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                           |   |                              |    |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Campus-Wide Consultation (CWC)</b>                                                                                                                                                                                                                                                                                                                                                                                                                        |           | <b>Date of posting:</b> March 27, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                        |   |                              |    |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Dean/Associate VP:</b> Jacqueline Nolte                                                                                                                                                                                                                                                                                                                                                                                                                   |           | <b>Date approved:</b> February 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                           |   |                              |    |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                      |           | <b>Date of meeting:</b> May 22, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                          |   |                              |    |                  |  |                        |    |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |

**Learning Outcomes**

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

- Apply the practice and protocol of visiting and viewing museum collections
- Articulate an understanding of museum mandates and audience experiences
- Apply critical viewing skills in museum settings
- Describe, interpret, and analyze visual arts and cultural objects displayed in various institutions
- Recognize and analyze a range of museums and special collections
- Engage critically in the analysis of curatorial objectives and issues of display and reception

**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, seminars, self-directed readings, field study, on-site viewing, written 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. Bennett, T.                                 | The Birth of the Museum: History, Theory, Politics              | <input type="checkbox"/> | London: Routledge   | 1995 |
| 2. Duncan, C.                                  | Civilising Rituals: Inside Public Art Museums                   | <input type="checkbox"/> | NY: Routledge       | 1995 |
| 3. Greenberg, R, Ferguson, B. & Nairn, S, eds. | Thinking about Exhibitions                                      | <input type="checkbox"/> | London: Routledge   | 1996 |
| 4. Karp, I. & Lavine, S. eds.                  | Exhibiting Cultures: the Poetics and Politics of Museum Display | <input type="checkbox"/> | Smithsonian Press   | 1991 |
| 5. McClellan, A.                               | Art and its Publics: Museum Studies at the Millenium            | <input type="checkbox"/> | Malden: Blackwell   | 2003 |
| 6. - McClellan, A.                             | The Art Museum from Boullée to Bilbao                           |                          | Berkeley: U of Cal. | 2008 |

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

Requirements for national or international travel depending upon field trip. Students will be advised on what to pack prior to departure. Travel costs vary depending upon the country visited and the length of stay.

**Typical Evaluation Methods and Weighting**

|              |     |                 |     |                |    |            |      |
|--------------|-----|-----------------|-----|----------------|----|------------|------|
| Final exam:  | %   | Assignments:    | 35% | Midterm exam:  | %  | Practicum: | %    |
| Short Essay: | 20% | Research Essay: | 40% | Participation: | 5% | Total:     | 100% |

**Details (if necessary):** Journal of Exercises: 20% Exhibition Review: 15%

**Typical Course Content and Topics**

**Study Tour format:**

Course content depends on region and museums visited and individual's choice of research area. However, lectures and seminars prior to departure attend to the role of exhibitions and museum programs in relation to:

- institution's mandate and public partnerships
- audience development
- principles of museum display and exhibition design
- evaluations of exhibitions in accordance with curatorial objectives

Field exercises and reviews are specified in the Tour Handbook. For example, for the New York Study Tour, students analyze curatorial objectives and issues of reception and display in relation to a range of museums and special collections. These include: The Metropolitan Museum of Art; Museum of Modern Art; Frick Collection; Solomon, R. Guggenheim Museum; Cloisters Museum; The Pierpont Morgan Library; Whitney Museum of American Art; International Centre of Photography; Brooklyn Museum of Art

**When the course is offered in a seated format, not in conjunction with a study tour:**

1. History of collecting, classification, and display
2. The origins of the public museum
3. Museum architecture and space
4. The modern art museum
5. From „white cube“ to „alternative space“
6. Exhibiting the canon - blockbuster shows
7. The engaging museum: education, spectacle, entertainment
8. Museums and the indigenous voice – restitution and repatriation
9. Heritage, and material objects – mediating memory (trauma, empathy, nostalgia)
10. Museum and curatorial ethics
11. Participation and interaction in the museum
12. Museum and commerce
13. Towards new museum - “museum without walls“ in virtual world; case studies

**Memo for New Course**

To: Chair, UEC  
From: Dr. Frank Ulbrich  
Date: February 14, 2015  
Subject: **Proposal for new course: BUS 378 Organizational Culture, Climate, and Change**

1. Rationale for new course:

Organizational culture, and climate are the fundamental building blocks for describing, analyzing and interpreting organizational phenomena (Schein, 2010). They focus on how organizational participants (employees) observe, experience and make sense of their work environments (Ostroff, et al 2013). Organizational culture is a major factor that contributes, positively or negatively, to employee and organizational performance.

The culture and climate of organizations has gained a renewed importance for businesses. It has influenced the attraction and retention of employees and has become one of the major reasons potential employees will join and remain at a business (it is also one of the major reasons employees leave an organization). It is, as well, one of the major factors in the financial success of a business, and, organizations are now creating and trying to sustain, a 'great place to work'.

The related emergence and success of organizations that have developed 'quirky cultures' (e.g. WestJet, Southwest Airlines, Quirky Inc.); innovative cultures (e.g. Google, Amazon, Uber/Shetaxi); disruptive cultures (e.g., Airbnb, Zipdial, Apple); entrepreneurial cultures (e.g. Square, Affirm/Levchin, Alibaba); and, 3-P cultures (e.g. Method, Patagonia, Warby Parker) bring greater focus and importance to organizational culture and climate. These high performance organizations, which can attract the best employees; along with the failure of many mergers and acquisitions (e.g. Daimler Benz - Chrysler, AOL - Time Warner, Sprint - Nextel ) due to culture incompatibilities further point to the importance of understanding and intentionally managing the culture(s) of organisations.

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

The new course is added as an elective to the BBA degree in the Organization Studies concentration; and, as an elective to the BBA degree in the Human Resource Management option.

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

The course reflects Institutional Learning Outcomes #1, 2, 3, 4, 7, and 9.

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

Not applicable.

5. Which program areas have been consulted about the course?  
Human Resources and Organization Studies Area; Management Area; Marketing Area; UFV School of Business Curriculum Committee.
6. If a new discipline designation is required, explain why:  
Not applicable.
7. What consideration has been given to indigenizing the curriculum?  
Where possible the curriculum highlights the importance of Aboriginal history and practice as it relates to cultures in organizations. It also respects and understands Aboriginal peoples, their traditions and values. In-class cases and guest speakers will be used as part of the learning environment.
8. If this course is not eligible for PLAR, explain why:  
PLAR by portfolio assessment.
9. Explain how each of the following will affect the budget for your area or any other area:
  - a. Credit value: No change
  - b. Class size limit: No change
  - c. Frequency of offering: No change
  - d. Resources required (labs, equipment): No change
10. Are field trips required for this course? (Field trip requirements must be announced in the timetable.) How are the trips funded?  
There are no required field trips.
11. Estimate of the typical costs for this course, including textbooks and other materials:  
Textbook(s) and materials: \$120.00



**ORIGINAL COURSE IMPLEMENTATION DATE:** January 2016  
**REVISED COURSE IMPLEMENTATION DATE:**  
**COURSE TO BE REVIEWED:** (six years after UEC approval) May 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> BUS 378                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |           | <b>Number of Credits:</b> 3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Course Full Title:</b> Organizational Culture, Climate, and Change                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Course Short Title (if title exceeds 30 characters):</b> Org Culture, Climate, Change                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Faculty:</b> Faculty of Professional Studies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           | <b>Department (or program if no department):</b> School of Business                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Calendar Description:</b><br><br>This course reviews why organizational culture matters; provides tools for assessing and understanding it; describes the cultures of various organizations; and develops strategies for leading and managing culture change. Students apply intervention strategies about organizational culture change to specific organizations.<br><br>Note: Students are encouraged to take BUS 304 prior to or along with this course.                                                                                                                                                                                                                                       |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           | 60 university-level credits.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           | n/a                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Pre/corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           | n/a                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Equivalent Courses (cannot be taken for additional credit)</b><br>Former course code/number: n/a<br>Cross-listed with: n/a<br>Equivalent course(s): n/a<br><i>Note: Equivalent course(s) should be included in the calendar description by way of a note that students with credit for the equivalent course(s) cannot take this course for further credit.</i>                                                                                                                                                                                                                                                                                                                                    |           | <b>Transfer Credit</b><br>Transfer credit already exists: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>Transfer credit requested (OReg to submit to BCCAT):<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if yes, fill in transfer credit form)<br>Resubmit revised outline for articulation: <input type="checkbox"/> Yes <input type="checkbox"/> No<br>To find out how this course transfers, see <a href="http://bctransferguide.ca">bctransferguide.ca</a> . |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Total Hours:</b> 45<br><b>Typical structure of instructional hours:</b> 45 <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Lecture hours</td><td style="text-align: right;">15</td></tr> <tr><td>Seminars/tutorials/workshops</td><td style="text-align: right;">30</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: right;"><b>45</b></td></tr> </table> |           | Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 15 | Seminars/tutorials/workshops | 30 | Laboratory hours |  | Field experience hours |  | Experiential (practicum, internship, etc.) |  | Online learning activities |  | Other contact hours: |  | <b>Total</b> | <b>45</b> | <b>Special Topics</b><br>Will the course be offered with different topics?<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>If yes, different lettered courses may be taken for credit:<br><input type="checkbox"/> No <input type="checkbox"/> Yes, repeat(s) <input type="checkbox"/> Yes, no limit<br><i>Note: The specific topic will be recorded when offered.</i> |  |
| Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 15        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| Seminars/tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 30        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| 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> 25                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Expected frequency of course offerings (every semester, annually, every other year, etc.):</b> annually                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Department / Program Head or Director:</b> Dr. Frank Ulbrich                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           | <b>Date approved:</b> March 10, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           | <b>Date approved:</b> April 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Campus-Wide Consultation (CWC)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           | <b>Date of posting:</b> May 15, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Dean/Associate VP:</b> Dr. Tracy Ryder Glass                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           | <b>Date approved:</b> April 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |           | <b>Date of meeting:</b> May 22, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |



**Learning Outcomes**

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

- LO 1. Contrast the cultures and climates of organizations.
- LO 2. Examine models of diagnosing organizational culture and climate.
- LO 3. Articulate models of organizational culture change.
- LO 4. Analyse organizational intervention strategies.
- LO 5. Apply learnings about organizational culture and climate to specific organizations.

**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)**

Seminars, presentations, guest lectures, webinars.

**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. | Ehrhart, M., Schneider, B. and Macey, W. | <i>Organizational Climate and Culture</i>     | <input checked="" type="checkbox"/> | Routledge |      |
| 2. | Miller, R., Casey, M. and Konchar, M.    | <i>Change Your Space, Change Your Culture</i> | <input checked="" type="checkbox"/> | Wiley     |      |

**Also see Supplemental Texts and Resource Materials form.**

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

No additional supplies and materials required.

**Typical Evaluation Methods and Weighting**

|               |     |              |     |               |   |            |      |
|---------------|-----|--------------|-----|---------------|---|------------|------|
| Final exam:   | %   | Assignments: | 50% | Midterm exam: | % | Practicum: | %    |
| Case studies: | 50% | Other:       | %   | Other:        | % | Total:     | 100% |

**Typical Course Content and Topics**

LO1: Contrast the cultures and climates of organizations

Topics:

- What is Organizational Culture and Climate; and, Why Does it Matter?
- Foundations of Organizational Climate: Theory and Research
  - Types of Climate: Generic/Molar and Focused/Strategic Approaches
  - Climate Strength and Boundary Conditions
  - Moderator, Antecedent and Mediator Approaches
- Foundations of Organizational Culture: Theory and Research
  - Levels of Culture, Cultural Strength, Cultural Forms, Sub-cultures

Evaluation #1.

LO 2: Examine models of diagnosing organizational culture and climate

Topics:

- Major Cultural Models
  - Frameworks for Understanding Culture
- Assessing and Analyzing Culture
  - Ethnographic, Qualitative, Quantitative Methods
  - Organizational/Social Network, Systems Methods
  - Cultural Inquiry Methods
- Lenses for Understanding Culture
  - Symbolic, Narrative, Textual Methods
- Expressions of Culture
  - Organizational Artefacts, Values, Assumptions
  - Rites and Rituals

Evaluation #2.

LO 3: Articulate models of organizational culture change

Topics:

- Emergence, Effectiveness and Change of Organizational Cultures
- Models for Culture Change

- Competing Values, Changing Space, Design Thinking Methods
- Culture Issues in Mergers and Acquisitions

Evaluation #3.

LO 4: Analyse organizational intervention strategies

Topics:

- Large-Scale Change Processes
- Appreciative Inquiry, Dialogic Organization Development
- The Role of Leadership in Change
- Personal, Professional and Organizational Ethics

Evaluation #4.

LO 5: Apply learnings about organizational culture and climate to specific organizations

Topics:

- Organizational Communication
  - Myths, Stories, Sensemaking
- Integrating Organizational Climate and Change
- Individual Change and Building Sustainable Culture Change
  - Resistance to Change

Evaluation #5.

## Supplemental Texts and Resource Materials Form

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

|    | <u>Author (surname, initials)</u>           | <u>Title (article, book, journal, etc.)</u>                                                            | <u>Current edition</u>              | <u>Publisher</u>        | <u>Year</u> |
|----|---------------------------------------------|--------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------|-------------|
| 1. | Ashkanasy, N., Wilderom, C., & Peterson, M. | <i>Handbook of Organizational Culture and Climate</i>                                                  | <input checked="" type="checkbox"/> | Sage                    |             |
| 2. | Burke, W                                    | <i>Organization Change. Theory and Practice</i>                                                        | <input checked="" type="checkbox"/> | Sage                    |             |
| 3. | Bushe, G., & Marshak, R.                    | <i>Dialogic Organization Development: The Theory and Practice of Transformational Change</i>           | <input checked="" type="checkbox"/> | Berrett-Koehler         |             |
| 4. | Cameron, K., & Quinn, R.                    | <i>Diagnosing and Changing Organizational Culture Based on the Competing Values Framework</i>          | <input checked="" type="checkbox"/> | Jossey-Bass             |             |
| 5. | Jones, B., & Brazzel, M.                    | <i>The NTL Handbook of Organization Development and Change: Principles, Practices and Perspectives</i> | <input checked="" type="checkbox"/> | Sage                    |             |
| 6. | Schein, E.                                  | <i>Organizational Culture and Leadership</i>                                                           | <input checked="" type="checkbox"/> | Jossey-Bass             |             |
| 7. | Schneider, B., & Barbera, K.                | <i>Oxford Handbook of Organizational Climate and Culture</i>                                           | <input checked="" type="checkbox"/> | Oxford University Press |             |
| 8. | Journals                                    | <i>Journal of Applied Behavioral Science</i>                                                           | <input type="checkbox"/>            | Sage                    | various     |
|    |                                             | <i>Organizational Dynamics</i>                                                                         | <input type="checkbox"/>            | Elsevier                | various     |
|    |                                             | <i>OD Practitioner</i>                                                                                 | <input type="checkbox"/>            | OD Network              | various     |
| 9. | Webinars                                    | <i>Various</i>                                                                                         | <input type="checkbox"/>            | various                 | various     |
| 10 | Online resources                            | <i>Various</i>                                                                                         | <input type="checkbox"/>            | various                 | various     |

**Memo for New Course**

To: Chair, UEC  
From: Dr. Frank Ulbrich  
Date: February 14, 2014

**Subject: Proposal for new course: BUS 379 Cross-Cultural Management**

1. Rationale for new course:

Businesses today, which operate both locally or globally, are faced with unprecedented challenges of a global environment. They require employees to develop cross-cultural competencies and intercultural communication skills to operate effectively in international as well as domestic settings. Employees of these organizations need to handle a broad range of cultural diversity in an increasingly complex work environment. The globalization of commerce and trade has created an interdependent world in which people from various countries and cultures interact together; as employees, customers, suppliers, competitors, or partners.

People working in this globalized environment must be knowledgeable about a wide range of cultures, customs, cultural differences and commonalities. They need to display a range of intercultural competencies; be current on international issues and develop awareness on how cultural diversity and traditions affect business, at home or abroad.

This course will provide the opportunity for students to explore cross-cultural management practices and issues; and, develop competencies for observing, communicating and managing cultural diversity in the contemporary workplace.

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

The new course is added as an elective to the BBA degree in the Organization Studies concentration; and, as an elective to the BBA degree in the Human Resource Management option.

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

The course reflects Institutional Learning Outcomes #1, 2, 3, 4, 7, and 9.

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

Not applicable

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

Management Area; Human Resources and Organization Studies Area; International Education; School of Business Curriculum Committee

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?  
Where possible the curriculum highlights the importance of Aboriginal history and practice as it relates to cross cultural management. It also respects and understands Aboriginal peoples, their traditions and values. In-class cases and guest speakers will be used as part of the learning environment.
8. If this course is not eligible for PLAR, explain why:  
PLAR by portfolio assessment
9. Explain how each of the following will affect the budget for your area or any other area:
  - a. Credit value: No change
  - b. Class size limit: No change
  - c. Frequency of offering: No change
  - d. Resources required (labs, equipment): No change
10. Are field trips required for this course? (Field trip requirements must be announced in the timetable.) How are the trips funded?  
There are no field trips required.
11. Estimate of the typical costs for this course, including textbooks and other materials:  
Textbooks and materials: \$110.00



**ORIGINAL COURSE IMPLEMENTATION DATE:** January 2016  
**REVISED COURSE IMPLEMENTATION DATE:**  
**COURSE TO BE REVIEWED:** (six years after UEC approval) May 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> BUS 379                                                                                                                                                                                                                                                                                                                                                                                                                      |           | <b>Number of Credits:</b> 3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                   |  |
| <b>Course Full Title:</b> Cross-Cultural Management                                                                                                                                                                                                                                                                                                                                                                                                         |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                   |  |
| <b>Course Short Title (if title exceeds 30 characters):</b>                                                                                                                                                                                                                                                                                                                                                                                                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                   |  |
| <b>Faculty:</b> Faculty of Professional Studies                                                                                                                                                                                                                                                                                                                                                                                                             |           | <b>Department (or program if no department):</b> School of Business                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                   |  |
| <b>Calendar Description:</b><br>This course presents an overview of cross-cultural management practices and issues, examining the behaviour of people in international organizations, cross-cultural work teams, with multi-cultural customers, and inter-cultural stakeholders. It emphasizes the development of competencies for managing cultural diversity in the workplace.                                                                            |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                   |  |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                             |           | 60 university-level credits.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                   |  |
| <b>Corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                               |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                   |  |
| <b>Pre/corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                           |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                   |  |
| <b>Equivalent Courses (cannot be taken for additional credit)</b><br>Former course code/number:<br>Cross-listed with:<br>Equivalent course(s):<br><i>Note: Equivalent course(s) should be included in the calendar description by way of a note that students with credit for the equivalent course(s) cannot take this course for further credit.</i>                                                                                                      |           | <b>Transfer Credit</b><br>Transfer credit already exists: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>Transfer credit requested (OREg to submit to BCCAT):<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if yes, fill in transfer credit form)<br>Resubmit revised outline for articulation: <input type="checkbox"/> Yes <input type="checkbox"/> No<br>To find out how this course transfers, see <a href="http://bctransferguide.ca">bctransferguide.ca</a> . |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                   |  |
| <b>Total Hours:</b> 45<br><b>Typical structure of instructional hours:</b> 45                                                                                                                                                                                                                                                                                                                                                                               |           | <b>Special Topics</b><br>Will the course be offered with different topics?<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>If yes, different lettered courses may be taken for credit:<br><input type="checkbox"/> No <input type="checkbox"/> Yes, repeat(s) <input type="checkbox"/> Yes, no limit<br><i>Note: The specific topic will be recorded when offered.</i>                                                                                                                      |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                   |  |
| <table border="1"> <tr><td>Lecture hours</td><td>15</td></tr> <tr><td>Seminars/tutorials/workshops</td><td>30</td></tr> <tr><td>Laboratory hours</td><td></td></tr> <tr><td>Field experience hours</td><td></td></tr> <tr><td>Experiential (practicum, internship, etc.)</td><td></td></tr> <tr><td>Online learning activities</td><td></td></tr> <tr><td>Other contact hours:</td><td></td></tr> <tr><td><b>Total</b></td><td><b>45</b></td></tr> </table> |           | Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 15 | Seminars/tutorials/workshops | 30 | 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> 25<br><b>Expected frequency of course offerings (every semester, annually, every other year, etc.):</b> annually |  |
| Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                               | 15        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                   |  |
| Seminars/tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                | 30        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                   |  |
| Laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                            |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                   |  |
| Field experience hours                                                                                                                                                                                                                                                                                                                                                                                                                                      |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                   |  |
| Experiential (practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                  |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                   |  |
| Online learning activities                                                                                                                                                                                                                                                                                                                                                                                                                                  |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                   |  |
| Other contact hours:                                                                                                                                                                                                                                                                                                                                                                                                                                        |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                   |  |
| <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>45</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                   |  |
| <b>Department / Program Head or Director:</b> Dr. Frank Ulbrich                                                                                                                                                                                                                                                                                                                                                                                             |           | <b>Date approved:</b> March 10, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                   |  |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                             |           | <b>Date approved:</b> April 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                   |  |
| <b>Campus-Wide Consultation (CWC)</b>                                                                                                                                                                                                                                                                                                                                                                                                                       |           | <b>Date of posting:</b> May 15, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                   |  |
| <b>Dean/Associate VP:</b> Dr. Tracy Ryder Glass                                                                                                                                                                                                                                                                                                                                                                                                             |           | <b>Date approved:</b> April 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                   |  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                     |           | <b>Date of meeting:</b> May 22, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                   |  |

**Learning Outcomes**

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

- LO 1. Assess how culture and subcultures affect organizational behaviour.
- LO 2. Analyze how cultural values and perspectives influence international communication and negotiation.
- LO 3. Demonstrate insight into one's culture, cultural limitations and filters.
- LO 4. Express sensitivity to a variety of organizational cultures and norms.
- LO 5. Demonstrate a range of intercultural competencies.
- LO 6. Apply culture dependent factors to the management of organizations in the areas of: diversity management, international human resource management; comparative change management; inter-cultural communication, and cross-cultural problem solving.

**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)**

Seminars, presentations, guest lectures, webinars

**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. | Browaeys, M-J. and Price, R.                 | <i>Understanding Cross-Cultural Management</i>       | <input checked="" type="checkbox"/> | Pearson                    |      |
| 2. | Moran, R., Abramson, N. and Moran, S         | <i>Managing Cultural Differences</i>                 | <input checked="" type="checkbox"/> | Routledge                  |      |
| 3. | Steers, R., Nardon, L. and Sanchez-Runde, C. | <i>Managing Across Cultures</i>                      | <input checked="" type="checkbox"/> | Cambridge University Press |      |
| 4. | Thomas, D and Peterson, M.                   | <i>Cross-Cultural Management. Essential Concepts</i> | <input checked="" type="checkbox"/> | Sage                       |      |

**Also see Supplemental Texts and Resource Materials form.**

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

**Typical Evaluation Methods and Weighting**

|               |     |              |     |               |   |            |    |
|---------------|-----|--------------|-----|---------------|---|------------|----|
| Final exam:   | %   | Assignments: | 50% | Midterm exam: | % | Practicum: | %  |
| Case Studies: | 50% | Other:       | %   | Other:        | % | Total:     | 0% |

**Typical Course Content and Topics**

LO 1: Assess how culture and subcultures affect organizational behaviour

Topics:

- Comparative cultures
  - Cultural commonalities and differences
  - Organizational and inherited cultures
  - Stereotypes and ethnocentrism

Evaluation #1

LO 2: Analyze how cultural values and perspectives influence international communication and negotiation

Topics:

- Cross-cultural negotiation; Negotiating internationally and inter-culturally
- Business Communication
  - Channels and barriers to intercultural communication
  - Cross-cultural challenges; Conflict; Conflict resolution

Evaluation #2.

LO 3: Demonstrate insight into one's culture, cultural limitations and filters

Topics:

- Culture and management
  - Dimensions of culture in business
  - Influences on management practices
- Cognitive and cultural diversity
- Emotional intelligence in organizations

Evaluation #3.

LO 4: Express sensitivity to a variety of organizational cultures and norms

Topics:

- Business cultures: North America; Europe
- Business cultures: Asia, Africa; Oceania
- Business cultures: South America; Central America

Evaluation #4.

LO 5: Demonstrate a range of intercultural competencies

Topics:

- Developing personal competencies
  - Intercultural adaptation; Cultural intelligence; Culture shock
  - Cross-cultural assignments, Departure, Re-entry/Return
- International and comparative human resource management
- Intercultural communication
  - Communication styles; Verbal/vocal, Non-verbal/Non-vocal
- Working with international teams
  - Multi-cultural virtual teams; Culturally diverse teams

Evaluation #5.

LO 6: Apply culture dependent factors to the management of organizations in the areas of: diversity management, international human resource management; comparative change management; inter-cultural communication, and cross-cultural problem solving

Topics:

- Cultural impacts
  - Globalization; Glocalization; Grobolization
  - Bribery and ethics; gender and age issues
- Cultural applications
  - Marketing; Strategy; Leadership
  - Cross-cultural simulation

Evaluation #6.



## Supplemental Texts and Resource Materials Form

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

| <u>Author (surname, initials)</u>                        | <u>Title (article, book, journal, etc.)</u>                         | <u>Current edition</u>              | <u>Publisher</u>                                                                                                                      | <u>Year</u> |
|----------------------------------------------------------|---------------------------------------------------------------------|-------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|-------------|
| 1. Beamer, I., & Varner, L.                              | <i>Intercultural Communication in the Global Workplace</i>          | <input checked="" type="checkbox"/> | McGraw-Hill                                                                                                                           |             |
| 2. Gannon, M., & Pillai, R.                              | <i>Understanding Global Cultures</i>                                | <input checked="" type="checkbox"/> | Sage                                                                                                                                  |             |
| 3. Hayton, J., Biron, M., Christiansen, L., & Kuvaas, B. | <i>Global Human Resource Management Casebook</i>                    | <input checked="" type="checkbox"/> | Routledge                                                                                                                             |             |
| 4. Hampden-Turner, C., & Trompenaars, F.                 | <i>Building Cross-Cultural Competence</i>                           | <input checked="" type="checkbox"/> | Yale University Press                                                                                                                 |             |
| 5. Hofstede, G.                                          | <i>Culture's Consequences</i>                                       | <input checked="" type="checkbox"/> | Sage                                                                                                                                  |             |
| 6. Hofstede, G., Hofstede, G., & Minkov, M.              | <i>Cultures and Organizations: Software of the Mind</i>             | <input checked="" type="checkbox"/> | McGraw-Hill                                                                                                                           |             |
| 7. Landis, D., Bennett, J., & Bennett, M.                | <i>Handbook of Intercultural Training</i>                           | <input checked="" type="checkbox"/> | Sage                                                                                                                                  |             |
| 8. Central Intelligence Agency                           | <i>The World Fact Book</i>                                          | <input checked="" type="checkbox"/> | <a href="https://www.cia.gov/library/publications/the-world-factbook">https://www.cia.gov/library/publications/the-world-factbook</a> |             |
| 9. Journals                                              | <i>International Journal of Cross Cultural Management</i>           | <input type="checkbox"/>            | Sage                                                                                                                                  | various     |
|                                                          | <i>Cross Cultural Management: An International Journal</i>          | <input type="checkbox"/>            | Emerald                                                                                                                               | various     |
|                                                          | <i>European Journal of Cross-Cultural Competence and Management</i> | <input type="checkbox"/>            | Inderscience                                                                                                                          | various     |

**Memo for New Course**

To: Chair, UEC  
From: Dr. Frank Ulbrich  
Date: February 14, 2015  
Subject: **Proposal for new course: BUS 477 Fair Trade and Ethical Consumption**

1. Rationale for new course:

When we enter a local grocery store or a retail outlet, it is likely that we will see a “Fairtrade” label on many different products. A decade ago, this was not the case as fair trade was both a term and practice that was found only in selected speciality stores. Today it has grown to include mainstream business and corporations with names such as: Walmart, McDonalds, Starbucks, Loblaws and Nestlé. What does fair trade actually mean, how does it help the world, and why in many cases, are “Fairtrade” labelled products more expensive than conventional ones?

Fair trade is a ‘supply chain’ movement involving commodities and manufactured goods. When commercial buyers purchase products from farmers and producers, they pay a price for buying those goods. For many conventional products the price is unfairly low which means that many producers have a hard time meeting their needs. Fair trade changes this because commercial buyers pay higher prices for commodities and goods so that the producers receive just payment.

With the growing popularity of fair trade has come increased scrutiny and intensified debate on the strengths and weakness of it. It has resulted in impressive sales and retail growth. It has also shown limitations in its ability to meet its original goal of meeting the needs of producers. If the mainstream corporations are becoming the new face of fair trade, what does this mean for the connection between fair trade, producers’ rights and social justice?

This course will provide the opportunity for students to understand, assess (and perhaps defend) fair trade’s past and to discover, assess (and perhaps defend) fair trade’s future.

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

This course is complementary to BUS 377 Management of Cooperatives. While BUS 377 focuses upon the management of business cooperatives; BUS 477 focuses on the trading practices (supply chain management) of these cooperatives, as well as other business entities. The course adds to the breath of study in this area.

The new course is added as an elective to the BBA degree in the Organization Studies concentration; and, as an elective to the BBA degree in the Human Resource Management option.

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

The course reflects Institutional Learning Outcomes #1, 2, 3, 4, 7, and 9.

4. Will this course be required by any program beyond the discipline? If so, how will this course affect that program or programs?  
Not applicable.
5. Which program areas have been consulted about the course?  
Human Resources and Organization Studies Area; Management Area, School of Business Curriculum Committee.
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?  
Where possible the curriculum highlights the importance of Aboriginal history, culture and practice in trade. It also respects and understands Aboriginal peoples, their traditions and values. In-class cases and guest speakers will be used as part of the learning environment. In many of these, it is the aboriginal farmers and producers, their culture and practices, who form key components in fair trade relations.
8. If this course is not eligible for PLAR, explain why:  
PLAR by portfolio assessment
9. Explain how each of the following will affect the budget for your area or any other area:
  - a. Credit value: No change
  - b. Class size limit: No change
  - c. Frequency of offering: No change
  - d. Resources required (labs, equipment): No change
10. Are field trips required for this course? (Field trip requirements must be announced in the timetable.) How are the trips funded?  
There are no field trips.
11. Estimate of the typical costs for this course, including textbooks and other materials:  
Textbooks and materials: \$120.00



**ORIGINAL COURSE IMPLEMENTATION DATE:** January 2016  
**REVISED COURSE IMPLEMENTATION DATE:**  
**COURSE TO BE REVIEWED:** (six years after UEC approval) May 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> BUS 477                                                                                                                                                                                                                                                                                                                                                                                                                      |           | <b>Number of Credits:</b> 3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                       |  |
| <b>Course Full Title:</b> Fair Trade and Ethical Consumption                                                                                                                                                                                                                                                                                                                                                                                                |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                       |  |
| <b>Course Short Title (if title exceeds 30 characters):</b>                                                                                                                                                                                                                                                                                                                                                                                                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                       |  |
| <b>Faculty:</b> Faculty of Professional Studies                                                                                                                                                                                                                                                                                                                                                                                                             |           | <b>Department (or program if no department):</b> School of Business                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                       |  |
| <b>Calendar Description:</b><br>This course examines the history and practices of fair trade and ethical consumption movements and how they differ from traditional practices of trade. It explores development and solidarity roots; creation of market-driven social justice; and relationships to cooperatives, retailers, producers, and consumers.<br><br>Note: Students with credit for BUS 308E cannot take this course for further credit.          |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                       |  |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                             |           | 75 university-level credits.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                       |  |
| <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: BUS 308E<br>Cross-listed with:<br>Equivalent course(s):<br><i>Note: Equivalent course(s) should be included in the calendar description by way of a note that students with credit for the equivalent course(s) cannot take this course for further credit.</i>                                                                                             |           | <b>Transfer Credit</b><br>Transfer credit already exists: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br><br>Transfer credit requested (OREg to submit to BCCAT):<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if yes, fill in transfer credit form)<br><br>Resubmit revised outline for articulation: <input type="checkbox"/> Yes <input type="checkbox"/> No<br><br>To find out how this course transfers, see <a href="http://bctransferguide.ca">bctransferguide.ca</a> . |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                       |  |
| <b>Total Hours:</b> 45<br><b>Typical structure of instructional hours:</b> 45                                                                                                                                                                                                                                                                                                                                                                               |           | <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>                                                                                                                          |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                       |  |
| <table border="1"> <tr><td>Lecture hours</td><td>15</td></tr> <tr><td>Seminars/tutorials/workshops</td><td>30</td></tr> <tr><td>Laboratory hours</td><td></td></tr> <tr><td>Field experience hours</td><td></td></tr> <tr><td>Experiential (practicum, internship, etc.)</td><td></td></tr> <tr><td>Online learning activities</td><td></td></tr> <tr><td>Other contact hours:</td><td></td></tr> <tr><td><b>Total</b></td><td><b>45</b></td></tr> </table> |           | Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 15 | Seminars/tutorials/workshops | 30 | 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> 25<br><br><b>Expected frequency of course offerings (every semester, annually, every other year, etc.):</b> annually |  |
| Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                               | 15        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                       |  |
| Seminars/tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                | 30        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                       |  |
| Laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                            |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                       |  |
| Field experience hours                                                                                                                                                                                                                                                                                                                                                                                                                                      |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                       |  |
| Experiential (practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                  |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                       |  |
| Online learning activities                                                                                                                                                                                                                                                                                                                                                                                                                                  |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                       |  |
| Other contact hours:                                                                                                                                                                                                                                                                                                                                                                                                                                        |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                       |  |
| <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>45</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                       |  |
| <b>Department / Program Head or Director:</b> Dr. Frank Ulbrich                                                                                                                                                                                                                                                                                                                                                                                             |           | <b>Date approved:</b> March 10, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                       |  |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                             |           | <b>Date approved:</b> April 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                       |  |
| <b>Campus-Wide Consultation (CWC)</b>                                                                                                                                                                                                                                                                                                                                                                                                                       |           | <b>Date of posting:</b> May 15, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                       |  |
| <b>Dean/Associate VP:</b> Dr. Tracy Ryder Glass                                                                                                                                                                                                                                                                                                                                                                                                             |           | <b>Date approved:</b> April 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                       |  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                     |           | <b>Date of meeting:</b> May 22, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                       |  |

**Learning Outcomes**

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

- LO 1. Analyse the history, theory and practices of fair trade movement and ethical consumption.
- LO 2. Apply the key principles and values of fair trade to business and trade situations.
- LO 3. Analyse the dynamics of market-driven social justice.
- LO 4. Critique the strengths, weaknesses, opportunities, and threats of fair trade networks.
- LO 5. Evaluate the impact of individual economic choices.
- LO 6. Develop strategies to advance the fair trade movement.

**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)**

Seminars, presentations, guest speakers, webinars, podcasts

**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. Byrne, S. and Sharpe, E.                       | <i>In Pursuit of Justice. Just Us! Coffee Roasters Co-op and the Fair Trade Movement</i> | <input checked="" type="checkbox"/> | Fernwood                    |      |
| 2. Dubuisson-Quellier, S. translated by Scott, H. | <i>Ethical Consumption</i>                                                               | <input checked="" type="checkbox"/> | Fernwood                    |      |
| 3. Fridell, G.                                    | <i>Alternative Trade. Legacies for the Future</i>                                        | <input checked="" type="checkbox"/> | Fernwood                    |      |
| 4. Fridell, G.                                    | <i>Fair Trade Coffee. The Prospects and Pitfalls of Market-driven Social Justice</i>     | <input checked="" type="checkbox"/> | University of Toronto Press |      |
| 5. Raynolds, L. and Bennett, E.                   | <i>Handbook of Research on Fair Trade</i>                                                | <input checked="" type="checkbox"/> | Elgar                       |      |

**Also see Supplemental Texts and Resource Materials form.**

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

**Typical Evaluation Methods and Weighting**

|               |     |              |     |               |   |            |      |
|---------------|-----|--------------|-----|---------------|---|------------|------|
| Final exam:   | %   | Assignments: | 50% | Midterm exam: | % | Practicum: | %    |
| Case Studies: | 50% | Other:       | %   | Other:        | % | Total:     | 100% |

**Typical Course Content and Topics**

LO 1: Analyse the history, theory and practices of fair trade movement and ethical consumption

Topics:

- Context for fair trade and its development
- Fair trade and global capitalism
- History and theoretical origins of fair trade networks
- History of consumption protection and protest

Evaluation #1

LO 2: Apply the key principles and values of fair trade to business and trade situations

Topics:

- Challenges, opportunities, and limits of fair trade
- Fair trade in Canada

Evaluation #2

LO 3: Analyse the dynamics of market-driven social justice

Topics:

- Mass consumption
- Fair trade and market-driven social justice, moral economy
- Issues facing North – South; South – South; North – North partners

Evaluation #3

LO 4: Critique the strengths, weaknesses, opportunities, and threats of fair trade networks

Topics:

- Commodification of goods
- Commodities and commerce
- Fair trade certifications, Marketing, Finance

Evaluation #4

LO 5: Evaluate the impact of individual economic choices

To pics:

- Economies of fair trade
- Applying fair trade principles

Evaluation #5

LO 6: Develop strategies to advance the fair trade movement

Topics:

- Constructing alternatives to market, Alternate trade, Alternatives to capitalism
- Building the fair trade movement, Collaborative commons

Evaluation #6

**Supplemental Texts and Resource Materials Form**

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

|    | <u>Author (surname, initials)</u>                                           | <u>Title (article, book, journal, etc.)</u>      | <u>Current edition</u>              | <u>Publisher</u>                                                                                                                                | <u>Year</u> |
|----|-----------------------------------------------------------------------------|--------------------------------------------------|-------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| 1. | European Fair Trade Association                                             | <i>Various publications</i>                      | <input checked="" type="checkbox"/> | <a href="http://www.eftafairtrade.org">http://www.eftafairtrade.org</a>                                                                         | various     |
| 2. | Fairtrade Institute                                                         | <i>Various publications</i>                      | <input checked="" type="checkbox"/> | <a href="http://www.fairtrade-institute.org/">http://www.fairtrade-institute.org/</a>                                                           | various     |
| 3. | Fairtrade Federation                                                        | <i>Various publications</i>                      | <input checked="" type="checkbox"/> | <a href="http://www.fairtrade-federation.org/">http://www.fairtrade-federation.org/</a>                                                         | various     |
| 4. | Fair Trade Research Group:<br>Centre for Fair and Alternative Trade Studies | <i>Various publications</i>                      | <input checked="" type="checkbox"/> | <a href="http://www.colostate.edu/Depts/Sociology/FairTradeResearchGroup/">http://www.colostate.edu/Depts/Sociology/FairTradeResearchGroup/</a> | various     |
| 5. | Global Exchange                                                             | <i>Various publications</i>                      | <input checked="" type="checkbox"/> | <a href="http://www.globalexchange.org/campaigns/index.html">http://www.globalexchange.org/campaigns/index.html</a>                             | various     |
| 6. | Journals                                                                    | <i>Journal of Business Ethics</i>                | <input type="checkbox"/>            | Springer                                                                                                                                        | various     |
|    |                                                                             | <i>International Journal of Consumer Studies</i> | <input type="checkbox"/>            | Wiley                                                                                                                                           | various     |
|    |                                                                             | <i>Journal of International Development</i>      | <input type="checkbox"/>            | Wiley                                                                                                                                           | various     |

**Memo for Course Changes**

To: UEC

From: Samantha Hampton, Co-Chair of BSN Task Force Committee; Nancy Goad, BSN Program Coordinator

Date: May 15th, 2015

**Subject: Proposal for revision of NURS 104, NURS 105, NURS 106 and HSC 116**

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:

Revisions are being made to allow for improved levelling of nursing concepts across the 4 year BSN Program and to enhance leadership/communication qualities of students earlier in the program.

3. If there are substantial changes to the learning outcomes, explain how they align with the learning outcomes of the program(s): The BSN curriculum is being reviewed and revised to ensure currency of concepts and improved levelling of the content. A substantive review has not occurred for several years.

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

The learning outcomes reflect the standards of practice for a Registered Nurse (RN) in B.C. The course outlines reflect overall standards of practice inherent in the program outcomes

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

BSN Faculty, BSN Curriculum Committee, Faculty Council Curriculum Committee (Feb. 19<sup>th</sup>, 2015) and Faculty Council- Health Sciences (Feb. 28<sup>th</sup>, 2015)

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

There is a strong focus in this curriculum related to diversity. Aboriginal health and healing practices are emphasized.

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



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

a. Credit value

NURS 104 increases in credit from 3 to 4; nursing theory course

NURS 105 increases in credit from 2 to 3 to continue a greater focus on communication concepts within the nursing program.

NURS 106 increases in credit value from 4 credits to 5 to represent clinical hours

HSC 116 will decrease in credits from 3 to 2 as some of the pharmacology content will be integrated into the nursing theory courses.

Overall, there is a decrease in 1 credit for the semester as NURS 120 (a 3 credit clinical course) will no longer be offered.

b. Class size limit: No change

c. Frequency of offering: No change

d. Resources required (labs, equipment): No change

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

There is a clinical component in NURS 106. It is evident in the time table. No additional funding is required.

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

Textbooks are typically \$1000 in the first semester of the BSN Program. Texts purchased at the beginning of the program are used throughout the program.

Tuition: NURS 104- \$589.60

NURS 105- \$442.20

NURS 106- \$737.00

HSC 116- \$294.80

Overall, there is a reduction in tuition of \$147.40 as NURS 120 (clinical consolidation will no longer be offered)

**UEC Screening Subcommittee comments:**

- Item #8 in the memo makes reference to some changes to the overall program; will these changes be submitted soon? Will NURS 120 be formally discontinued?

- The credit value changes should be reviewed by SBC.

**Response:**

i. Areas of leadership and communication will be strengthened throughout the program.

ii. NURS 120 will be formally discontinued in the near future. There are still 2 more semesters that require NURS 120 to run (the last run of NURS 120 will be in December 2015).

iii. The outlines for NURS 104, 105, 106 and HSC 116 will be forwarded to the SBC.



ORIGINAL COURSE IMPLEMENTATION DATE: January 1996  
 REVISED COURSE IMPLEMENTATION DATE: January 2016  
 COURSE TO BE REVIEWED: (six years after UEC approval) May 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> NURS 104                                                                                                                                                                                                                                                                                                                                                                                                                     |           | <b>Number of Credits:</b> 4 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                                                                                                                                                                                    |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                              |  |
| <b>Course Full Title:</b> Health and Wellness: Aging                                                                                                                                                                                                                                                                                                                                                                                                        |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                              |  |
| <b>Course Short Title (if title exceeds 30 characters):</b>                                                                                                                                                                                                                                                                                                                                                                                                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                              |  |
| <b>Faculty:</b> Faculty of Health Sciences                                                                                                                                                                                                                                                                                                                                                                                                                  |           | <b>Department (or program if no department):</b> School of Health Studies, BSN                                                                                                                                                                                                                                                                                                                                                                                                                            |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                              |  |
| <b>Calendar Description:</b><br><br>In this course, health, environment, and person will be explored with a focus on the aging adult. Family as context, community, and population health will be introduced.                                                                                                                                                                                                                                               |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                              |  |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                             |           | NURS 101, NURS 102, NURS 103, HSC 111, and admission to the Bachelor of Science in Nursing program.                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                              |  |
| <b>Corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                               |           | NURS 105 and NURS 106.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                              |  |
| <b>Pre/corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                           |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                              |  |
| <b>Equivalent Courses (cannot be taken for additional credit)</b><br>Former course code/number:<br>Cross-listed with:<br>Equivalent course(s):<br><i>Note: Equivalent course(s) should be included in the calendar description by way of a note that students with credit for the equivalent course(s) cannot take this course for further credit.</i>                                                                                                      |           | <b>Transfer Credit</b><br>Transfer credit already exists: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br><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="#">bctransferguide.ca</a> . |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                              |  |
| <b>Total Hours: 60</b><br><b>Typical structure of instructional hours:</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>                                                                                                  |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                              |  |
| <table border="1"> <tr><td>Lecture hours</td><td>12</td></tr> <tr><td>Seminars/tutorials/workshops</td><td></td></tr> <tr><td>Laboratory hours</td><td></td></tr> <tr><td>Field experience hours</td><td></td></tr> <tr><td>Experiential (practicum, internship, etc.)</td><td></td></tr> <tr><td>Online learning activities</td><td></td></tr> <tr><td>Other contact hours:</td><td>48</td></tr> <tr><td><b>Total</b></td><td><b>60</b></td></tr> </table> |           | Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 12 | Seminars/tutorials/workshops |  | Laboratory hours |  | Field experience hours |  | Experiential (practicum, internship, etc.) |  | Online learning activities |  | Other contact hours: | 48 | <b>Total</b> | <b>60</b> | <b>Maximum enrolment (for information only):</b> 48<br><br><b>Expected frequency of course offerings (every semester, annually, every other year, etc.):</b> Fall and Winter |  |
| Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                               | 12        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                              |  |
| Seminars/tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                              |  |
| Laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                            |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                              |  |
| Field experience hours                                                                                                                                                                                                                                                                                                                                                                                                                                      |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                              |  |
| Experiential (practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                  |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                              |  |
| Online learning activities                                                                                                                                                                                                                                                                                                                                                                                                                                  |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                              |  |
| Other contact hours:                                                                                                                                                                                                                                                                                                                                                                                                                                        | 48        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                              |  |
| <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>60</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                              |  |
| <b>Department / Program Head or Director:</b> Hannah MacDonald                                                                                                                                                                                                                                                                                                                                                                                              |           | <b>Date approved:</b> February 23, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                              |  |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                             |           | <b>Date approved:</b> February 27, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                              |  |
| <b>Campus-Wide Consultation (CWC)</b>                                                                                                                                                                                                                                                                                                                                                                                                                       |           | <b>Date of posting:</b> March 27, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                              |  |
| <b>Dean/Associate VP:</b> Joanne MacLean                                                                                                                                                                                                                                                                                                                                                                                                                    |           | <b>Date approved:</b> February 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                              |  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                     |           | <b>Date of meeting:</b> May 22, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                              |  |

**Learning Outcomes**

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

1. Explain the interrelationship between the aging population, health care and environmental factors.
2. Explore family as context.
3. Examine developmental, spiritual and cultural aspects related to the aging adult.
4. Apply physiological and psychosocial concepts to the aging adult.
5. Differentiate between community and population.

**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)**

Lecture, case studies, small group discussion, large group discussion.

**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. Potter, P. A., & Perry, A. G.                                        | Canadian fundamental of nursing (5 <sup>th</sup> ed.).          | <input type="checkbox"/> | Elsevier Canada                 | 2014 |
| 2. Santrock, J. W., MacKenzie-Rivers, A., Malcomson, T., & Leung, K. H. | Life-span development (4 <sup>th</sup> Canadian ed.).           | <input type="checkbox"/> | McGraw-Hill Ryerson Limited     | 2014 |
| 3. Vallerand, D. H., Sanoski, C.A., & Deghin, J. H., &                  | Davis's Canadian drug guide for nurses                          | 14th                     | Philadelphia: W. B. Saunders.   | 2015 |
| 4. Venes, D.                                                            | Taber's cyclopedic medical dictionary (21 <sup>st</sup> ed.).   | <input type="checkbox"/> | F. A. Davis                     | 2010 |
| 5. Jarvis, C.                                                           | Pocket companion for physical examination and health assessment | 2nd                      | Toronto, ON: Elsevier Saunders. | 2014 |
| 6. Kaakinen, J. R., Gedaly-Duff, V., Cochlo, D., & Hanson, S. M.        | Family health care nursing: Theory practice and research        | 4th                      | Philadelphia, PA: F.A. Davis.   | 2010 |

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

**Typical Evaluation Methods and Weighting**

|                |     |              |     |                   |     |            |      |
|----------------|-----|--------------|-----|-------------------|-----|------------|------|
| Final exam:    | 35% | Assignments: | 25% | Midterm exam:     | 25% | Practicum: | %    |
| Quizzes/tests: | %   | Lab work:    | %   | Field experience: | %   | Shop work: | %    |
| Case study:    | 15% | Other:       | %   | Other:            | %   | Total:     | 100% |

**Details (if necessary):**

**Typical Course Content and Topics**

**Review of NURS 101 concepts**

1. Determinants of Health
  - Environmental factors in the Lower Mainland
    - o Socio-economic and political factors in the context of an aging population
    - o Social supports
  - Health Care Delivery/Systems
    - o Challenges to accessing care
2. Person: Family
  - o Aging family members: role changes, role strain
3. Person: Culture and spirituality
  - o Life review
  - o Generational diversity
4. Person: Physiological Concepts Related to the older adult
  - Safety, Comfort, Mobility, Oxygenation & Perfusion
    - o Pneumonia
    - o Introduction to cerebral vascular accident

## Nutrition, Metabolism and Tissue Integrity

- Nutritional needs of the older adult
- Pressure ulcers

## Infection &amp; Immunity

- Urinary Tract Infections
- Influenza

## Cellular Regulation

- Aging theories

## 5. Person: Psychosocial Concepts Related to the middle to older adult

## Stress &amp; Coping, Grief &amp; Loss

- Loss of personal health and function
- Transitions for the older adult
- Transition from home to hospital

## Cognition, Mood/Self &amp; Sexuality

- 3 D's: dementia, depression & delirium
- Aging and sexuality
- Health transitions & sexuality

## Violence, Sleep &amp; Rest

- Caregiver burnout
- Elder abuse
- Sleep patterns related to the older adult
- Sleep patterns related to health and illness transitions

\*Concept analysis will be applied to an unfolding family case

## 6. Person: Community &amp; Population

- Introduction and overview
- What is a healthy community?
- What is a population?
- General survey of the local regions



**ORIGINAL COURSE IMPLEMENTATION DATE:** September 2012  
**REVISED COURSE IMPLEMENTATION DATE:** January 2016  
**COURSE TO BE REVIEWED:** (six years after UEC approval) May 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> NURS 105                                                                                                                                                                                                                                                                                                                                                                                                                     |           | <b>Number of Credits:</b> 3 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                                                                                                                                                                        |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                          |  |
| <b>Course Full Title:</b> Professional Nursing: Communication II                                                                                                                                                                                                                                                                                                                                                                                            |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                          |  |
| <b>Course Short Title (if title exceeds 30 characters):</b> Professional Nursing: Comm. II                                                                                                                                                                                                                                                                                                                                                                  |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                          |  |
| <b>Faculty:</b> Faculty of Health Sciences                                                                                                                                                                                                                                                                                                                                                                                                                  |           | <b>Department (or program if no department):</b> School of Health Studies, BSN                                                                                                                                                                                                                                                                                                                                                                                                                |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                          |  |
| <b>Calendar Description:</b><br>Professional communication and collaboration skills are further developed in this course. Research and evidence informed practice will be discussed. Ethical and legal aspects of practice, critical thinking, and leadership will be introduced.                                                                                                                                                                           |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                          |  |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                             |           | NURS 101, NURS 102, NURS 103, HSC 111, and admission to the Bachelor of Science in Nursing program.                                                                                                                                                                                                                                                                                                                                                                                           |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                          |  |
| <b>Corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                               |           | NURS 104 and NURS 106.                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                          |  |
| <b>Pre/corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                           |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                          |  |
| <b>Equivalent Courses (cannot be taken for additional credit)</b><br>Former course code/number:<br>Cross-listed with:<br>Equivalent course(s):<br><i>Note: Equivalent course(s) should be included in the calendar description by way of a note that students with credit for the equivalent course(s) cannot take this course for further credit.</i>                                                                                                      |           | <b>Transfer Credit</b><br>Transfer credit already exists: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>Transfer credit requested (OREg to submit to BCCAT):<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if yes, fill in transfer credit form)<br>Resubmit revised outline for articulation: <input type="checkbox"/> Yes <input type="checkbox"/> No<br>To find out how this course transfers, see <a href="#">bctransferguide.ca</a> . |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                          |  |
| <b>Total Hours: 45</b><br><b>Typical structure of instructional hours:</b>                                                                                                                                                                                                                                                                                                                                                                                  |           | <b>Special Topics</b><br>Will the course be offered with different topics?<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>If yes, different lettered courses may be taken for credit:<br><input type="checkbox"/> No <input type="checkbox"/> Yes, repeat(s) <input type="checkbox"/> Yes, no limit<br><i>Note: The specific topic will be recorded when offered.</i>                                                                                              |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                          |  |
| <table border="1"> <tr><td>Lecture hours</td><td>15</td></tr> <tr><td>Seminars/tutorials/workshops</td><td></td></tr> <tr><td>Laboratory hours</td><td></td></tr> <tr><td>Field experience hours</td><td></td></tr> <tr><td>Experiential (practicum, internship, etc.)</td><td></td></tr> <tr><td>Online learning activities</td><td></td></tr> <tr><td>Other contact hours:</td><td>30</td></tr> <tr><td><b>Total</b></td><td><b>45</b></td></tr> </table> |           | Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 15 | Seminars/tutorials/workshops |  | Laboratory hours |  | Field experience hours |  | Experiential (practicum, internship, etc.) |  | Online learning activities |  | Other contact hours: | 30 | <b>Total</b> | <b>45</b> | <b>Maximum enrolment (for information only):</b> 48<br><b>Expected frequency of course offerings (every semester, annually, every other year, etc.):</b> Fall and Winter |  |
| Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                               | 15        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                          |  |
| Seminars/tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                          |  |
| Laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                            |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                          |  |
| Field experience hours                                                                                                                                                                                                                                                                                                                                                                                                                                      |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                          |  |
| Experiential (practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                  |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                          |  |
| Online learning activities                                                                                                                                                                                                                                                                                                                                                                                                                                  |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                          |  |
| Other contact hours:                                                                                                                                                                                                                                                                                                                                                                                                                                        | 30        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                          |  |
| <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>45</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                          |  |
| <b>Department / Program Head or Director:</b> Hannah MacDonald                                                                                                                                                                                                                                                                                                                                                                                              |           | <b>Date approved:</b> February 23, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                          |  |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                             |           | <b>Date approved:</b> February 27, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                          |  |
| <b>Campus-Wide Consultation (CWC)</b>                                                                                                                                                                                                                                                                                                                                                                                                                       |           | <b>Date of posting:</b> March 27, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                        |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                          |  |
| <b>Dean/Associate VP:</b> Joanne MacLean                                                                                                                                                                                                                                                                                                                                                                                                                    |           | <b>Date approved:</b> February 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                           |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                          |  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                     |           | <b>Date of meeting:</b> May 22, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                          |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |    |              |           |                                                                                                                                                                          |  |

**Learning Outcomes**

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

1. Explore key responsibilities associated with professional nursing practice.
2. Examine ethical and legal aspects of nursing.
3. Explore professional relationships within nursing
4. Apply communication skills in therapeutic and collaborative relationships.
5. Apply principles of teaching & learning to individuals.
6. Examine evidence-informed practice and the process of critical thinking,
7. Describe the role of electronic information in nursing practice.

**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)**

Lecture, group discussion, presentation, guest speaker, role play.

**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. American Psychological Association | Publication manual of the American Psychological Association (5 <sup>th</sup> ed.).              | <input type="checkbox"/> | Author             | 2001 |
| 2. Arnold, E. N., & Boggs, K. U.      | Interpersonal relationships: Professional communication skills for nurses (6 <sup>th</sup> ed.). | <input type="checkbox"/> | W. B. Saunders Co. | 2011 |
| 3. Potter, P. A., & Perry, A. G.      | Canadian fundamentals of nursing (5 <sup>th</sup> ed.).                                          | <input type="checkbox"/> | Elsevier Canada    | 2014 |
| 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:    | 35% | Assignments:        | 40% | Midterm exam:     | % | Practicum: | %    |
|                |     | Critical Reflection |     |                   |   |            |      |
| Quizzes/tests: | %   | Lab work:           | %   | Field experience: | % | Shop work: | %    |
| Presentations: | 25% | Other:              | %   | Other:            | % | Total:     | 100% |

**Typical Course Content and Topics**

Review Concepts from NURS 102

1. Ethical & Legal Practice
  - Advocacy
    - o The role of the nurse
    - o Promoting Dignity
  - Ethics
    - o Nursing's Code of Ethics
  - Legal
    - o Privacy Legislation, Freedom of Information
    - o Guardianship Act
    - o Rights
2. Communication & Collaboration
  - Communication Application
    - o active listening
    - o paraphrasing and clarifying to show understanding
    - o being present
    - o assertiveness
  - Written Communication
    - o Documentation/ charting
  - Collaboration
    - o Nursing Teams

3. Leadership & Professionalism
  - Leadership
    - Leadership roles in nursing
  - Professionalism
    - Professional Standards of Nursing
    - Scope of Practice
    - Boundaries
    - Department
4. Teaching & Learning
  - Learner assessment
  - Generational considerations and application
5. Critical Thinking & Evidenced Informed/Research
  - Critical Thinking
    - Introduction to critical thinking
    - Nursing process and application
  - Evidence Informed/Research
    - Peer reviewed research
    - Purpose & Sampling
6. Safety
  - Patient safety
  - Tracking the impact of safe practice
7. Concepts of Technology/Informatics
  - Electronic Charting
  - Canada Health Infoway



ORIGINAL COURSE IMPLEMENTATION DATE: January 1996  
 REVISED COURSE IMPLEMENTATION DATE: January 2016  
 COURSE TO BE REVIEWED: (six years after UEC approval) May 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> NURS 106                                                                                                                                                                                                                                                                                                                                                                                                                       |            | <b>Number of Credits:</b> 5 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |                              |  |                  |    |                        |  |                                            |     |                            |  |                      |  |              |            |                                                                                                                                                                              |  |
| <b>Course Full Title:</b> Nursing Practice                                                                                                                                                                                                                                                                                                                                                                                                                    |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                              |  |                  |    |                        |  |                                            |     |                            |  |                      |  |              |            |                                                                                                                                                                              |  |
| <b>Course Short Title (if title exceeds 30 characters):</b>                                                                                                                                                                                                                                                                                                                                                                                                   |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                              |  |                  |    |                        |  |                                            |     |                            |  |                      |  |              |            |                                                                                                                                                                              |  |
| <b>Faculty:</b> Faculty of Health Sciences                                                                                                                                                                                                                                                                                                                                                                                                                    |            | <b>Department (or program if no department):</b> School of Health Studies, BSN                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |  |                  |    |                        |  |                                            |     |                            |  |                      |  |              |            |                                                                                                                                                                              |  |
| <b>Calendar Description:</b><br><br>Nursing practice will include laboratory and clinical experiences that will prepare students to perform assessments and care for older adults in diverse settings such as residential care, acute care, and community.                                                                                                                                                                                                    |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                              |  |                  |    |                        |  |                                            |     |                            |  |                      |  |              |            |                                                                                                                                                                              |  |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                               |            | NURS 101, NURS 102, NURS 103, HSC 111, and admission to the Bachelor of Science in Nursing program.                                                                                                                                                                                                                                                                                                                                                                                                       |  |                              |  |                  |    |                        |  |                                            |     |                            |  |                      |  |              |            |                                                                                                                                                                              |  |
| <b>Corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                 |            | NURS 104 and NURS 105.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |                              |  |                  |    |                        |  |                                            |     |                            |  |                      |  |              |            |                                                                                                                                                                              |  |
| <b>Pre/corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                             |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                              |  |                  |    |                        |  |                                            |     |                            |  |                      |  |              |            |                                                                                                                                                                              |  |
| <b>Equivalent Courses (cannot be taken for additional credit)</b><br>Former course code/number:<br>Cross-listed with:<br>Equivalent course(s):<br><i>Note: Equivalent course(s) should be included in the calendar description by way of a note that students with credit for the equivalent course(s) cannot take this course for further credit.</i>                                                                                                        |            | <b>Transfer Credit</b><br>Transfer credit already exists: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br><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="#">bctransferguide.ca</a> . |  |                              |  |                  |    |                        |  |                                            |     |                            |  |                      |  |              |            |                                                                                                                                                                              |  |
| <b>Total Hours: 180</b><br><b>Typical structure of instructional hours:</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>                                                                                                  |  |                              |  |                  |    |                        |  |                                            |     |                            |  |                      |  |              |            |                                                                                                                                                                              |  |
| <table border="1"> <tr><td>Lecture hours</td><td></td></tr> <tr><td>Seminars/tutorials/workshops</td><td></td></tr> <tr><td>Laboratory hours</td><td>36</td></tr> <tr><td>Field experience hours</td><td></td></tr> <tr><td>Experiential (practicum, internship, etc.)</td><td>144</td></tr> <tr><td>Online learning activities</td><td></td></tr> <tr><td>Other contact hours:</td><td></td></tr> <tr><td><b>Total</b></td><td><b>180</b></td></tr> </table> |            | Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  | Seminars/tutorials/workshops |  | Laboratory hours | 36 | Field experience hours |  | Experiential (practicum, internship, etc.) | 144 | Online learning activities |  | Other contact hours: |  | <b>Total</b> | <b>180</b> | <b>Maximum enrolment (for information only):</b> 48<br><br><b>Expected frequency of course offerings (every semester, annually, every other year, etc.):</b> Fall and Winter |  |
| Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                 |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                              |  |                  |    |                        |  |                                            |     |                            |  |                      |  |              |            |                                                                                                                                                                              |  |
| Seminars/tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                  |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                              |  |                  |    |                        |  |                                            |     |                            |  |                      |  |              |            |                                                                                                                                                                              |  |
| Laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                              | 36         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                              |  |                  |    |                        |  |                                            |     |                            |  |                      |  |              |            |                                                                                                                                                                              |  |
| Field experience hours                                                                                                                                                                                                                                                                                                                                                                                                                                        |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                              |  |                  |    |                        |  |                                            |     |                            |  |                      |  |              |            |                                                                                                                                                                              |  |
| Experiential (practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                    | 144        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                              |  |                  |    |                        |  |                                            |     |                            |  |                      |  |              |            |                                                                                                                                                                              |  |
| Online learning activities                                                                                                                                                                                                                                                                                                                                                                                                                                    |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                              |  |                  |    |                        |  |                                            |     |                            |  |                      |  |              |            |                                                                                                                                                                              |  |
| Other contact hours:                                                                                                                                                                                                                                                                                                                                                                                                                                          |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                              |  |                  |    |                        |  |                                            |     |                            |  |                      |  |              |            |                                                                                                                                                                              |  |
| <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>180</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                              |  |                  |    |                        |  |                                            |     |                            |  |                      |  |              |            |                                                                                                                                                                              |  |
| <b>Department / Program Head or Director:</b> Hannah MacDonald                                                                                                                                                                                                                                                                                                                                                                                                |            | <b>Date approved:</b> February 23, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |                              |  |                  |    |                        |  |                                            |     |                            |  |                      |  |              |            |                                                                                                                                                                              |  |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                               |            | <b>Date approved:</b> February 27, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |                              |  |                  |    |                        |  |                                            |     |                            |  |                      |  |              |            |                                                                                                                                                                              |  |
| <b>Campus-Wide Consultation (CWC)</b>                                                                                                                                                                                                                                                                                                                                                                                                                         |            | <b>Date of posting:</b> March 27, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |                              |  |                  |    |                        |  |                                            |     |                            |  |                      |  |              |            |                                                                                                                                                                              |  |
| <b>Dean/Associate VP:</b> Joanne MacLean                                                                                                                                                                                                                                                                                                                                                                                                                      |            | <b>Date approved:</b> February 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |                              |  |                  |    |                        |  |                                            |     |                            |  |                      |  |              |            |                                                                                                                                                                              |  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                       |            | <b>Date of meeting:</b> May 22, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |                              |  |                  |    |                        |  |                                            |     |                            |  |                      |  |              |            |                                                                                                                                                                              |  |



**Learning Outcomes**

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

1. Assess dimensions of an individual(s).
2. Plan strategies that promote, preserve, and restore well-being.
3. Implement nursing interventions ensuring safety and comfort.
4. Utilizes therapeutic communication to understand the meaning of an individual's experience.
5. Evaluate the planning and implementation of care.
6. Participate as a member of the health care team.
7. Apply critical thinking and critical reflection skills in clinical practice.
8. Perform within UFV and agency policies, CRNBC Professional Standards, and Practice Standards.
9. Demonstrate progression in clinical performance.

**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)**

Lab practice, online learning, simulation, practicum.

**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. Curren, A. M.                                             | Math for meds                                                                               | 11 <sup>th</sup>     | Clifton Park, NY: Thomson Delmar Learning | 2015 |
| 2. Deglin, J., Vallerand, C., & Sanoski, C.                  | Davis drug guide                                                                            | 12 <sup>th</sup>     | F. A. Davis Company: Philadelphia         | 2011 |
| 3. Elkin, M. K., Perry, A. G., Perry, A. G., & Potter, P. A. | Nursing interventions and clinical skills.                                                  | 5 <sup>th</sup>      | St. Louis, MO: Mosby Elsevier             | 2012 |
| 4. Jarvis, C.                                                | Pocket companion for physical examination and health assessment                             | 2 <sup>nd</sup> Cdn. | St. Louis, MO:Saunders                    | 2014 |
| 5. Lewis, S. M., Heitkemper, M. M., & Dirksen, S. R.         | Medical-surgical nursing in Canada                                                          | 3 <sup>rd</sup>      | St. Louis, MO Mosby Elsevier              | 2014 |
| 6. Potter, P. A., & Perry, A. G.                             | Canadian fundamentals of nursing                                                            | 5 <sup>th</sup>      | Toronto:Elsevier Canada                   | 2014 |
| 7. Van Leeuwen, A. M., Kranpitz T. R., & Smith, L.           | Davis's comprehensive handbook of laboratory and diagnostic tests with nursing implications | 5 <sup>th</sup>      | Philadelphia:F. A. Davis                  | 2013 |

**Typical Evaluation Methods and Weighting**

|             |     |                                                |     |               |     |                                                 |      |
|-------------|-----|------------------------------------------------|-----|---------------|-----|-------------------------------------------------|------|
| Final exam: | 35% | Assignments:<br>Dimensions & Nursing Care Plan | 20% | Midterm exam: | 40% | Practicum:<br>Self-reflection; self- Evaluation |      |
| Other:      | %   | Other:                                         | %   | Other:        | %   | Total:                                          | 100% |

**Details (if necessary):**

Students must achieve 60% in the academic evaluations and satisfactory clinical performance in order for credit to be given.

**Typical Course Content and Topics**

1. Laboratory
  - Assessment
  - Compression stockings, bandages, restraints
  - Intake and Output
  - Catheter and specimen collection
  - Bowel sounds and rectal treatments
  - Walking devices, transfers & lifts
  - Administration of topical and oral medications
  - Respiratory assessment and oxygen therapy
  - Heat and cold applications (self-study)
  - Isolation precautions
2. Clinical
  - Residential Care and Sub-Acute/Rehabilitation
    - Application of knowledge and skills to individuals within an institutional setting.
3. Simulation
  - Care of the older adult



ORIGINAL COURSE IMPLEMENTATION DATE: January 2006  
 REVISED COURSE IMPLEMENTATION DATE: January 2016  
 COURSE TO BE REVIEWED: (six years after UEC approval) May 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> HSC 116                                                                                                                                                                                                                                                                                                                                                                                                                    |           | <b>Number of Credits:</b> 2 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                                                                                                                                                             |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Course Full Title:</b> Pharmacotherapeutics                                                                                                                                                                                                                                                                                                                                                                                                            |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Course Short Title (if title exceeds 30 characters):</b>                                                                                                                                                                                                                                                                                                                                                                                               |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Faculty:</b> Faculty of Health Sciences                                                                                                                                                                                                                                                                                                                                                                                                                |           | <b>Department (or program if no department):</b> School of Health Studies, BSN                                                                                                                                                                                                                                                                                                                                                                                                     |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Calendar Description:</b><br>In this course, concepts and principles of pharmacotherapeutics will be presented. Key drug classifications will be discussed in relationship to pharmacokinetics and pharmacodynamics and their effects on particular body systems.                                                                                                                                                                                      |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                           |           | HSC 111 and admission to the Bachelor of Science in Nursing program.                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                             |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Pre/corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                         |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Equivalent Courses (cannot be taken for additional credit)</b><br>Former course code/number:<br>Cross-listed with:<br>Equivalent course(s):<br><i>Note: Equivalent course(s) should be included in the calendar description by way of a note that students with credit for the equivalent course(s) cannot take this course for further credit.</i>                                                                                                    |           | <b>Transfer Credit</b><br>Transfer credit already exists: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Transfer credit requested (OREg to submit to BCCAT):<br><input type="checkbox"/> Yes <input type="checkbox"/> No (if yes, fill in transfer credit form)<br>Resubmit revised outline for articulation: <input type="checkbox"/> Yes <input type="checkbox"/> No<br>To find out how this course transfers, see <a href="#">bctransferguide.ca</a> . |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Total Hours: 30</b><br><b>Typical structure of instructional hours:</b>                                                                                                                                                                                                                                                                                                                                                                                |           | <b>Special Topics</b><br>Will the course be offered with different topics?<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>If yes, different lettered courses may be taken for credit:<br><input type="checkbox"/> No <input type="checkbox"/> Yes, repeat(s) <input type="checkbox"/> Yes, no limit<br><i>Note: The specific topic will be recorded when offered.</i>                                                                                   |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <table border="1"> <tr><td>Lecture hours</td><td>30</td></tr> <tr><td>Seminars/tutorials/workshops</td><td></td></tr> <tr><td>Laboratory hours</td><td></td></tr> <tr><td>Field experience hours</td><td></td></tr> <tr><td>Experiential (practicum, internship, etc.)</td><td></td></tr> <tr><td>Online learning activities</td><td></td></tr> <tr><td>Other contact hours:</td><td></td></tr> <tr><td><b>Total</b></td><td><b>30</b></td></tr> </table> |           | Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 30 | Seminars/tutorials/workshops |  | Laboratory hours |  | Field experience hours |  | Experiential (practicum, internship, etc.) |  | Online learning activities |  | Other contact hours: |  | <b>Total</b> | <b>30</b> | <b>Maximum enrolment (for information only):</b> 48<br><b>Expected frequency of course offerings (every semester, annually, every other year, etc.):</b> Fall and Winter |  |
| Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                             | 30        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| Seminars/tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| Laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                          |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| Field experience hours                                                                                                                                                                                                                                                                                                                                                                                                                                    |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| Experiential (practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| Online learning activities                                                                                                                                                                                                                                                                                                                                                                                                                                |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| Other contact hours:                                                                                                                                                                                                                                                                                                                                                                                                                                      |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>30</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Department / Program Head or Director:</b> Hannah MacDonald                                                                                                                                                                                                                                                                                                                                                                                            |           | <b>Date approved:</b> February 23, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                            |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                           |           | <b>Date approved:</b> February 27, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                            |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Campus-Wide Consultation (CWC)</b>                                                                                                                                                                                                                                                                                                                                                                                                                     |           | <b>Date of posting:</b> March 27, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                             |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Dean/Associate VP:</b> Joanne MacLean                                                                                                                                                                                                                                                                                                                                                                                                                  |           | <b>Date approved:</b> February 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                   |           | <b>Date of meeting:</b> May 22, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                              |  |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                          |  |

**Learning Outcomes**

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

1. Explain the processes of pharmacokinetics and pharmacodynamics.
2. Apply the principles of pharmacokinetics and pharmacodynamics to the key drug classifications.
3. Describe the impact of specific drug classifications on body systems
4. Explore the impact of pharmacological processes across the lifespan.

**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)**

Lecture, group discussion, student presentations, guest speakers.

**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. Lilley, Harrington & Snyder                        | Pharmacology for Canadian Health Care Practice | 2nd                      | Toronto: ON. Elsevier         | 2011 |
| 2. Vallerand, D. H., Sanoski, C.A. & Deghin, J. H., & | Davis's Canadian drug guide for nurses         | 14th                     | Philadelphia: W. B. Saunders. | 2015 |
| 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:    | 40% | Assignments: | % | Midterm exam:     | 35% | Practicum: | %    |
| Quizzes/tests: | 25% | Lab work:    | % | Field experience: | %   | Shop work: | %    |
| Other:         | %   | Other:       | % | Other:            | %   | Total:     | 100% |

**Details (if necessary):**

**Typical Course Content and Topics**

1. Introduction to Nursing Pharmacotherapeutics
  - Pharmacokinetic and pharmacodynamic processes
  - Lifespan development considerations

2. Drugs affecting the Central Nervous System

Drug Classification:

- Opioid and opioid antagonist
- Analgesics-antipyretics-antiinflammatory and related drugs
- Antianxiety and Sedative-hypnotic drugs
- Antiseizure Drugs
- Antiparkinson Drugs

3. Drugs affecting the Autonomic Nervous System

Drug Classification:

- Adrenergic Drugs and Antiadrenergic Drugs Cholinergic Drugs and Anticholinergic Drugs

4. Drugs affecting the Autonomic Nervous System

Drug Classification:

- Hypothalamic, Pituitary and Adrenal Hormones
- Corticosteroids
- Thyroid and Antithyroid Drugs
- Calcium and Bone Metabolism

- Antidiabetic Drugs

**5. Drugs affecting the Respiratory System****Drug Classification:**

- Bronchodilators
- Antihistamines
- Nasal decongestants and Antitussives

**6. Drugs affecting the Cardiovascular and Renal Systems****Drug Classification:**

- Cardiac Glycosides
- Antianginal Drugs
- Antihypertensive Drugs
- Diuretics

**7. Drugs affecting the Gastrointestinal System****Drug Classification:**

- Antipeptic and Antiacid Reflux Drugs
- Laxatives and Cathartics
- Antiemetics

**8. Drugs affecting Hematologic and Immune Systems****Drug Classification:**

- Beta-Lactam Antibacterials: Penicillins, Cephalosporins and Others
- Aminoglycosides
- Tetracyclines, Sulfonamides, and Urinary Agents
- Antifungal Drugs
- Anticoagulants

**9. Drugs affecting the Integumentary, Ophthalmic, and Otic Systems****Drug Classification:**

- Antiglaucoma Agents
- Topical Skin Agents

**Memo for Course Changes**

To: CWC, CACC, CAC, UEC, Senate

From: Anastasia Anderson

Date: January 28, 2015

**Subject: Proposal for revision of PHIL 312**

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:

1. Rationale for change: **The course has changed from focusing on the ethics of personal decision making in the workplace to focusing on the morality of corporate action and the environmental impact of such action. The change will allow a more in depth analysis of these issues. The change to a fourth year course is more consistent with other institutions in BC.**
2. If there are substantial changes to the learning outcomes, explain how they align with the learning outcomes of the program(s): **The wording of the learning outcomes has been changed to more clearly align with the learning outcomes of the program.**
3. Is this course required by any program beyond the discipline? If so, how will this change affect that program or programs? **n/a**
4. Which program areas have been consulted about the change(s)? **n/a**
5. What consideration has been given to indigenizing the curriculum? **The impacts of the acts of corporations on Indigenous populations are now covered in this course. This change is stated in both the new calendar description and the learning outcomes.**
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:
  - 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? **n/a**
- 9. Estimate of the typical costs for this course, including textbooks and other materials: **The textbooks will be the only cost of this course (other than tuition). The cost of textbooks will generally not exceed \$90.**



**ORIGINAL COURSE IMPLEMENTATION DATE:** January 1998  
**REVISED COURSE IMPLEMENTATION DATE:** January 2016  
**COURSE TO BE REVIEWED:** (six years after UEC approval) May 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> PHIL 412                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |           | <b>Number of Credits:</b> 3 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |                              |    |                  |    |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Course Full Title:</b> Corporations, Globalization, and Ethics                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                              |    |                  |    |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Course Short Title (if title exceeds 30 characters):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                              |    |                  |    |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Faculty:</b> Faculty of Humanities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |           | <b>Department (or program if no department):</b> Philosophy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                              |    |                  |    |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Calendar Description:</b><br>This course examines the roles of corporations within society and the impacts of their actions on various stakeholders, including indigenous populations. What limitations, if any, can rightly be imposed on these organizations? What are the rights and duties of employees?<br><br>Note: Students with credit for PHIL 312 cannot take this course for further credit.                                                                                                                                                                             |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                              |    |                  |    |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |           | 45 university-level credits including one of the following: PHIL 110, PHIL 210, PHIL 230, POSC 120, or POSC 270.                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |                              |    |                  |    |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <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:<br>Cross-listed with:<br>Equivalent course(s):<br><i>Note: Equivalent course(s) should be included in the calendar description by way of a note that students with credit for the equivalent course(s) cannot take this course for further credit.</i>                                                                                                                                                                                                                                 |           | <b>Transfer Credit</b><br>Transfer credit already exists: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br><br>Transfer credit requested (OReg to submit to BCCAT):<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if yes, fill in transfer credit form)<br><br>Resubmit revised outline for articulation: <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>To find out how this course transfers, see <a href="http://bctransferguide.ca">bctransferguide.ca</a> . |  |                              |    |                  |    |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Total Hours: 45</b><br><b>Typical structure of instructional hours:</b> <table border="1" style="width: 100%;"> <tr><td>Lecture hours</td><td></td></tr> <tr><td>Seminars/tutorials/workshops</td><td>15</td></tr> <tr><td>Laboratory hours</td><td>30</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><b>45</b></td></tr> </table> |           | Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  | Seminars/tutorials/workshops | 15 | Laboratory hours | 30 | 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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                              |    |                  |    |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| Seminars/tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 15        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                              |    |                  |    |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| Laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 30        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                              |    |                  |    |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| Field experience hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                              |    |                  |    |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| Experiential (practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                              |    |                  |    |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| Online learning activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                              |    |                  |    |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| Other contact hours:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                              |    |                  |    |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>45</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                              |    |                  |    |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |           | <b>Maximum enrolment (for information only):</b> 28                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |                              |    |                  |    |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Expected frequency of course offerings (every semester, annually, every other year, etc.):</b> Every second year                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                              |    |                  |    |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Department / Program Head or Director:</b> Anastasia Anderson                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           | <b>Date approved:</b> October 2, 2014                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |                              |    |                  |    |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |           | <b>Date approved:</b> February 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |                              |    |                  |    |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Campus-Wide Consultation (CWC)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |           | <b>Date of posting:</b> May 15, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |                              |    |                  |    |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Dean/Associate VP:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           | <b>Date approved:</b> February 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |                              |    |                  |    |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |           | <b>Date of meeting:</b> May 22, 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |                              |    |                  |    |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |

**Learning Outcomes**

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

1. Critically reflect on arguments concerning common ethical and political issues that arise in the workplace.
2. Apply this critical analysis in responding effectively to problems they may face in their working lives.
3. Discuss examples of the various impacts, positive and negative, of corporate activity.
4. Write a critical essay that analyzes and evaluates a philosophical issue from a variety of theoretical perspectives.
5. Situate issues in relation to the impacts of corporate ideology for indigenous populations (e.g., property rights, resource entitlements, etc.)

**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)**

The course will use a combination of seminar discussions, lectures, interviews or visiting speakers, group projects, and case studies to introduce and analyse a selection of issues in occupational ethics. Students will research real examples of ethical dilemmas and will see how to apply moral theories to understand the different positions that are taken on these issues. The emphasis will be on rigorous and careful examination of the justification for each position.

**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. Shari Collins-Chobanian                     | <i>Ethical Challenges to Business As Usual.</i>                           | <input type="checkbox"/> | Pearson Prentice-Hall | 2005 |
| 2. Paul Hawken, Amory Lovins, L. Hunter Lovins | <i>Natural Capitalism: Creating the Next Industrial Revolution</i>        | <input type="checkbox"/> | Little, Brown & Co.   | 1999 |
| 3. Paul Hawken                                 | <i>The Ecology of Commerce: A Declaration of Sustainability</i>           | <input type="checkbox"/> | Harper Collins        | 1993 |
| 4. Chris Turner                                | <i>The Geography of Hope: A Tour of the World We Need</i>                 | <input type="checkbox"/> | Vintage Canada        | 2008 |
| 5. Dan Ariely                                  | <i>Predictably Irrational: The Hidden Forces that Shape Our Decisions</i> | <input type="checkbox"/> | Harper Perennial      | 2008 |

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

None

**Typical Evaluation Methods and Weighting**

|                |     |                |     |                   |     |            |      |
|----------------|-----|----------------|-----|-------------------|-----|------------|------|
| Final exam:    | 25% | Assignments:   |     | Midterm exam:     | %   | Practicum: | %    |
| Quizzes/tests: | 15% | Lab work:      | %   | Field experience: | %   | Shop work: | %    |
| Essays:        | 20% | Participation: | 10% | Case study:       | 30% | Total:     | 100% |

**Details (if necessary):**

**Typical Course Content and Topics**

1. The philosophical foundations of modern capitalism, including John Locke's theory of private property, Adam Smith's theory of the free market, Utilitarianism and Marx's theory of alienation among others.
2. The nature of corporations.
3. The distinction between the public and private sectors and their interaction in contemporary society.
4. Various ethical issues arising out of the competing interests of various stakeholder groups, including autonomy, consumer protection, environmental degradation, downsizing, hiring policies and procedures.

Sample syllabus for a typical term:

**Week 1** Introduction: overview of the course and its requirements

**Week 2** Text CH.1: A theoretical grounding in ethics and economics (pp.1-11 & 19-42). Utilitarianism, and Duty Theory.

**Week 3** Text CH.1: Continued (pp.46-82). Adam Smith and the Laissez-faire market, and Locke's theory of private property. Text CH. 2: Human rights, global development and challenges to the environment (pp.85-141).

**Week 4** Text CH. 2: Human rights, development and challenges to the environment (pp.142-190). First pair of Case Studies due.

**Week 5** Text CH. 3: Corporate Responsibility in a global context (pp.201-268).

**Week 6** Text CH.4: Property rights and the just distribution of goods (pp.271-309).

**Week 7** Mid-term test: CH's 1 – 4. Essay topics distributed.

**Week 8** Text CH.5: Discrimination in the workplace (pp.311-362).

**Week 9** Text CH.6: Business and the environment (pp.367-408). Second pair of Case Studies due.

**Week 10** Text CH.7: Cost-benefit analysis and human rights: an inevitable tension? (pp.411-484).

**Week 11** Text CH.8: consumption and the good life (pp.487-540). Essay due.

**Week 12** Text CH.9: Economies for life (pp.573-580).

**Week 13** Tying up loose ends and concluding remarks.



**Memo for Program Changes**

To: Jacqueline Nolte, Dean, College of Arts,  
Alisa Webb, Associate Dean of Students  
Cc: Rebekah Brackett, Committees Assistant  
From: Steven Marsh, Department head

Date: 2015 February 3

**Subject: Program change – Adding GDS 100 to program requirement options to:**

1. **BA Geography major**
2. **BA Geography major with Honours**
3. **Geography major – Concentrations in Environmental Science, Global Studies and Urban Studies/Planning**
4. **Geography extended minor**
5. **Geography minor**

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:

1. Rationale for change(s): This will give students more options.
2. If program outcomes are new or substantially changed, explain how they align with the Institutional Learning Outcomes: n/a
3. What consideration has been given to indigenizing the curriculum? n/a
4. Will additional resources be required? If so, how will these costs be covered? n/a

How will students be impacted? (Indicate the projected number of students impacted.) Is the change expected to increase/decrease enrolment in the program? Provides another option for students in these programs, greater flexibility.

5. 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? n/a
6. 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.) n/a
7. 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. n/a
8. 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. n/a

Geography and the Environment

[ufv.ca/geography](http://ufv.ca/geography)

Geography Honours  
**(for Bachelor of Arts degree students)**

Entrance requirements

Students can apply to the Geography Honours program when they have met the following criteria:

1. Completion of 90 credits that apply to the Bachelor of Arts, including at least 26 credits in geography.
2. A minimum 3.33 GPA in all courses required for program completion.

Interested students are encouraged to seek out advice on the Geography Honours program from Geography faculty or an Arts Advisor as early as possible in their coursework, and to apply to the program at the earliest possible entry date.

How to apply

To apply, students will need to provide the following:

1. An honours program application package (available from the department assistant).
2. A portfolio that includes coursework (laboratory assignments, written papers, etc.) from select completed geography courses. The portfolio is a tool to be used by the student, the Geography Honours Advisory Committee, and potential faculty project advisor to identify areas of improvement and potential project topics, as well as writing and research strengths and weaknesses. Portfolio guidelines are available from the department.

Students should submit application materials to the department assistant. The Geography Honours Advisory Committee will then arrange for a project supervisor. Interested students are encouraged to approach a departmental faculty member appropriate to their research interests who may serve as their honours supervisor.

Program requirements

In addition to the requirements for the [Bachelor of Arts](#) and for the [Geography major](#), Geography Honours students will need to complete the following:

1. 120 credits, including:
  - A minimum of 64 credits of Geography, including:
    - GEOG 354.

2. An original research project, completed as part of:

- One of the following courses: GEOG 396, 398, 400G, 400J, 402, 410, 440, 458, or 491; and
- GEOG 492: Honours research project.

3. Minimum CGPA of 3.33.

#### Research project

Successful completion of a research project is required prior to graduation. This project is developed in consultation with a faculty supervisor and demonstrates a student's advanced skills and knowledge in a given area of geography.

Students will complete this project in two courses. In the first course, the student will design and collect data for their project. This will be completed as part of GEOG 491 (Honours Research Design and Data Collection), or an equivalent third-year internship or fourth-year research-intensive course approved by the department. Students will then register in GEOG 492 (Honours Research Project) to complete the data analysis and project write-up.

Each honours student will disseminate their research findings in a presentation to an academic audience (e.g. professional conference or department seminar) as well as through an academic research poster or alternative. Following project completion and presentation, the honours supervisor in consultation with a second reader, will assign a grade for GEOG 492.

#### Residency

Please check the Bachelor of Arts [residency](#) section of the calendar for how many upper-level credits must be completed at UFV in order to graduate with this program.

#### GPA requirement

A CGPA of least 3.33 or higher, including the mark awarded for the final research project, must be attained in order for an honours designation to be awarded.

#### Concentrations

Students can choose to complete an honours designation in Geography with a selected [concentration](#). Students seeking an honours designation will need to apply to the honours program and complete the requirements of the honours program in addition to those required for the selected concentration.

#### Program outline

This section specifies the honours requirements only. Please refer to the [Bachelor of Arts](#) for program requirements.

**Lower-level requirements: 26-31 credits**

| <b>Course</b>       | <b>Title</b>                                                | <b>Credits</b> |
|---------------------|-------------------------------------------------------------|----------------|
| <b>One of:</b>      |                                                             | 4              |
| GEOG 101            | Weather and Climate                                         |                |
| GEOG 102            | Evolution of the Earth's Surface                            |                |
| GEOG 103            | The Physical Environment                                    |                |
| or GEOG 116         | Introduction to Geology                                     |                |
| <b>One of:</b>      |                                                             | 3              |
| <u>GDS 100</u>      | <u>A World of Development</u>                               |                |
| GEOG 111            | Environmental Issues and Strategies                         |                |
| or GEOG 140         | Human Geography                                             |                |
| <b>Two of:</b>      |                                                             | 8              |
| GEOG 201            | Introduction to Climatology                                 |                |
| GEOG 202            | Introduction to Geomorphology                               |                |
| or GEOG 219/BIO 219 | Biogeography (formerly GEOG 317/BIO 317)                    |                |
| <b>One of:</b>      |                                                             | 3              |
| GEOG 241            | Social Geography                                            |                |
| or GEOG 242         | Economic Geography                                          |                |
| <b>Required:</b>    |                                                             |                |
| GEOG 252            | Explanation in Geography: Quantitative Methods (see Note 4) | 4              |
| GEOG 253            | Introduction to Geographic Information Systems              | 4              |
| One of:             | STAT 104, STAT 106, or PSYC 110 (see Note 3)                | 3-4            |

**Upper-level requirements: 36-42 credits**

| <b>Course</b> | <b>Title</b>                                                                                                                     | <b>Credits</b> |
|---------------|----------------------------------------------------------------------------------------------------------------------------------|----------------|
| GEOG 354      | Approaches in Human Geography                                                                                                    | 4              |
| One course:   | Physical geography (GEOG 302, 303, 304, 307, 308, 315, 319/BIO 319 [formerly GEOG 417/BIO 417], 335, 402, 410, 419) (see Note 5) | 4              |
| One course:   | Human geography (GEOG 311, 312, 314, 340, 343, 344, 345, 346, 360, 362, 364, 411, 412, 421, 440, 443, 447, 460, 464, 466)        | 4              |
| GEOG 433      | Geography of Selected Regions                                                                                                    | 4              |

|                          |                                                            |      |
|--------------------------|------------------------------------------------------------|------|
| <b>One of:</b>           |                                                            | 4-6  |
| GEOG 396/GDS 310/SOC 396 | Canada Internship                                          |      |
| GEOG 398/GDS 311/SOC 398 | International Internship                                   |      |
| GEOG 452<br>or GEOG 470  | Field Methods and Techniques<br>Field Studies in Geography | 4-5  |
| GEOG 491                 | Honours Research Design and Data Collection (see Note 1)   | 4    |
| GEOG 492                 | Honours Research Project                                   | 4    |
| Electives                | Upper-level Geography (two to three courses)               | 8-12 |

Note 1: Students are not required to complete GEOG 491 if they have already completed one of the following courses: GEOG 396, 398, 400G, 400J, 402, 410, 440, or 458. Those students that do not need to take GEOG 491 are required to complete an additional upper-level elective.

Note 2: No more than eight credits of Directed Studies/Directed Readings (GEOG 480, GEOG 482, GEOG 483, GEOG 484) will count toward the degree.

Note 3: One of STAT 104 (formerly MATH 104), STAT 104 (formerly MATH 106), or PSYC 110 is required for GEOG 252; students should plan accordingly.

Note 4: No more than 11 credits of GEOG 396/GDS 310/SOC 396, GEOG 398/GDS 311/SOC 398, GEOG 412, GEOG 460, and GEOG 470 can be used towards meeting the Geography Honours requirements.

Note 5: GEOG 317 taken prior to 2014 can also be used to satisfy this requirement.

Fees and additional costs

See the [Fees and Other Costs](#) section. Additional fees for course field trips and miscellaneous lab materials will apply to all students enrolled in Geography programs.

Course listings

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

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Geography major  
(for Bachelor of Arts degree students)

This section specifies the Geography major (no concentration) requirements only. Please refer to the [Bachelor of Arts](#) for program requirements, including the requirements for [declaring](#) a major. Please check the Bachelor of Arts [residency](#) section of the calendar for how many upper-level credits must be completed at UFV in order to graduate with this program.

**Lower-level requirements: 29-30 credits**

| <b>Course</b>           | <b>Title</b>                                                | <b>Credits</b> |
|-------------------------|-------------------------------------------------------------|----------------|
| <b>One of:</b>          |                                                             |                |
| GEOG 101                | Weather and Climate                                         | 4              |
| GEOG 102                | Evolution of the Earth's Surface                            |                |
| GEOG 103                | The Physical Environment                                    |                |
| or GEOG 116             | Introduction to Geology                                     |                |
| <b>One of:</b>          |                                                             |                |
| <a href="#">GDS 100</a> | <a href="#">A World of Development</a>                      | 3              |
| GEOG 111                | Environmental Issues and Strategies                         |                |
| or GEOG 140             | Human Geography                                             |                |
| <b>Two of:</b>          |                                                             |                |
| GEOG 201                | Introduction to Climatology                                 | 8              |
| GEOG 202                | Introduction to Geomorphology                               |                |
| or GEOG 219/BIO 219     | Biogeography (formerly GEOG 317/BIO 317)                    |                |
| <b>One of:</b>          |                                                             |                |
| GEOG 241                | Social Geography                                            | 3              |
| or GEOG 242             | Economic Geography                                          |                |
| <b>Required:</b>        |                                                             |                |
| GEOG 252                | Explanation in Geography: Quantitative Methods (see Note 2) | 4              |
| GEOG 253                | Introduction to Geographic Information Systems              | 4              |
| One of:                 | STAT 104, STAT 106, or PSYC 110                             | 3-4            |

**Upper-level requirements: 34-39 credits**

| <b>Course</b> | <b>Title</b> | <b>Credits</b> |
|---------------|--------------|----------------|
|---------------|--------------|----------------|

|                |                                                                                                                                          |       |
|----------------|------------------------------------------------------------------------------------------------------------------------------------------|-------|
| One course:    | Physical geography (GEOG 302, 303, 304, 307, 308, 315, 319/BIO 319 [formerly GEOG 417/BIO 417], 335, 402, 410, 419) (see Note 4)         | 4     |
| One course:    | Human geography (GEOG 311, 312, 314, 318, 323, 340, 343, 344, 345, 346, 354, 360, 362, 364, 411, 412, 421, 440, 443, 447, 460, 464, 466) | 4     |
| GEOG 433       | Geography of Selected Regions                                                                                                            | 4     |
| <b>One of:</b> |                                                                                                                                          | 4-6   |
|                | GEOG 396/GDS 310/SOC 396 Global Development Studies: Canada Internship                                                                   |       |
|                | GEOG 398/GDS 311/SOC 398 Global Development Studies: International Internship                                                            |       |
| GEOG 452       | Field Methods and Techniques                                                                                                             |       |
| GEOG 470       | Field Studies in Geography                                                                                                               | 4-5   |
| Four           | Geography 300/400-level courses                                                                                                          | 14-16 |

Note 1: No more than eight of the required 31-33 credits may be in Directed Studies/Directed Readings courses (GEOG 480, GEOG 482, GEOG 483, GEOG 484).

Note 2: One of STAT 104 (formerly MATH 104), STAT 106 (formerly MATH 106), or PSYC 110 is required for GEOG 252; students should plan accordingly.

Note 3: No more than 11 credits of GEOG 396/GDS 310/SOC 396, GEOG 398/GDS 311/SOC 398, GEOG 412, GEOG 460, and GEOG 470 can be used towards meeting the Geography major requirements.

Note 4: GEOG 317 taken prior to 2014 can also be used to satisfy this requirement.

**Co-operative Education option**

The Co-operative Education option offers students the opportunity to obtain paid, career-related work experience in their field of study during their education at UFV. After completing their first year of study, Co-op students alternate between study-related full-time employment and full-time study.

Geography students are encouraged to consider pursuing a Co-operative Education designation within their degree. Interested students will need to apply at least one semester in advance of applying for employment opportunities through the program. Applicants must meet the requirements of the Co-operative Education program. Students should speak with a Co-operative Education Coordinator for placement possibilities in the Arts and/or Sciences.

Students who successfully complete three Co-op work terms will receive a Co-op designation on their transcript. Each work term is for four or eight months, and many of these are in the summer. In order to take full advantage of these work opportunities, students should consider



applying by their second year of study. Students should see the Co-operative Education section of the calendar for further details, and should contact the Career Centre for further information, or visit [www.ufv.ca/jobs/co-op-education](http://www.ufv.ca/jobs/co-op-education).

Geography major concentrations  
**(for Bachelor of Arts degree students)**

As part of completing a BA with a Geography major, students may choose to specialize in a particular sub-field, or concentration, of geographic study. Students may complete a concentration in order to advance their research skills, develop their interest area, or to prepare themselves for specific fields of employment or graduate study. The name of a selected concentration will appear on the transcript upon graduation. It is possible to complete more than one concentration.

Students interested in completing a concentration should speak with an Arts advisor to formally declare their program options (major, concentration, extended minor, or minor) by the end of their second year or beginning of their third year of studies. Students considering more than one concentration should do so even earlier. They should also check with the Arts Advice Centre and the Geography and the environment department assistant for checklists and other information materials that will facilitate concentration completion in a timely fashion.

Each of these concentrations may be obtained in conjunction with a [Geography Honours](#) or a [Co-operative Education](#) designation. Students seeking an honours designation will need to apply to the honours program and complete the requirements of the honours program in addition to those required for the selected concentration. Students seeking a Co-operative Education designation should contact the Career Centre for further information, or visit [ufv.ca/Jobs/Co-op-Education](http://ufv.ca/Jobs/Co-op-Education).

This section specifies the Geography major concentration requirements only. Please refer to the [Bachelor of Arts](#) for program requirements.

Environmental Science concentration

**Lower-level requirements: 32-34 credits**

| <b>Course</b>          | <b>Title</b>                           | <b>Credits</b> |
|------------------------|----------------------------------------|----------------|
| <b>One of:</b>         |                                        | 4              |
| GEOG 101               | Weather and Climate                    |                |
| GEOG 102               | Evolution of the Earth's Surface       |                |
| GEOG 103               | The Physical Environment               |                |
| or GEOG 116            | Introduction to Geology                |                |
| <b>One of:</b>         |                                        | 3              |
| <a href="#">GDS100</a> | <a href="#">A World of Development</a> |                |
| GEOG 111               | Environmental Issues and Strategies    |                |
| or GEOG 140            | Human Geography                        |                |

**Two of:** 8  
 GEOG 201 Introduction to Climatology  
 GEOG 202 Introduction to Geomorphology  
 or GEOG 219/BIO 219 Biogeography (formerly GEOG 317/BIO 317)

**One of:** 3-4  
 GEOG 211 Environmental Science  
 GEOG 257/CMNS 257 Environment: Science and Communications  
 or BIO 210 Introduction to Ecology

**Required:**  
 GEOG 242 Economic Geography 3  
 GEOG 252 Explanation in Geography: Quantitative Methods 4  
 GEOG 253 Introduction to Geographic Information Systems 4  
 One of: STAT 104, STAT 106, or PSYC 110 3-4

**Upper-level requirements: 32-34 credits**

| <b>Course</b>            | <b>Title</b>                                                                                                           | <b>Credits</b> |
|--------------------------|------------------------------------------------------------------------------------------------------------------------|----------------|
| <b>Required:</b>         |                                                                                                                        |                |
| GEOG 353                 | GIS Applications                                                                                                       | 4              |
| GEOG 433                 | Geography of Selected Regions                                                                                          | 4              |
| 12 credits of:           | GEOG 302, 303, 304, 307, 308, 315, 318, 319/BIO 319 (formerly GEOG 417/BIO 417), 335, 402, 410, 419, or 453 (see Note) | 12             |
| 8 credits of:            | GEOG 311, 312, 412, 447, or IPK 477                                                                                    | 8              |
| <b>One of:</b>           |                                                                                                                        | 4-6            |
| GEOG 396/GDS 310/SOC 396 | Canada Internship                                                                                                      |                |
| GEOG 398/GDS 311/SOC 398 | International Internship                                                                                               |                |
| GEOG 452                 | Field Methods and Techniques                                                                                           |                |
| or GEOG 470              | Field Studies in Geography                                                                                             | 4-5            |

Note: GEOG 317 taken prior to 2014 can also be used to satisfy this requirement.

Global Studies concentration

**Lower-level requirements: 32-33 credits**

| <b>Course</b>       | <b>Title</b>                                   | <b>Credits</b> |
|---------------------|------------------------------------------------|----------------|
| <b>One of:</b>      |                                                | 4              |
| GEOG 101            | Weather and Climate                            |                |
| GEOG 102            | Evolution of the Earth's Surface               |                |
| GEOG 103            | The Physical Environment                       |                |
| or GEOG 116         | Introduction to Geology                        |                |
| <b>One of:</b>      |                                                | 3              |
| <u>GDS 100</u>      | <u>A World of Development</u>                  |                |
| GEOG 111            | Environmental Issues and Strategies            |                |
| or GEOG 140         | Human Geography                                |                |
| <b>Two of:</b>      |                                                | 8              |
| GEOG 201            | Introduction to Climatology                    |                |
| GEOG 202            | Introduction to Geomorphology                  |                |
| or GEOG 219/BIO 219 | Biogeography (formerly GEOG 317/BIO 317)       |                |
| <b>Required:</b>    |                                                |                |
| GEOG 240            | World Regional Geography                       | 3              |
| <b>One of:</b>      |                                                | 3              |
| GEOG 241            | Social Geography                               |                |
| or GEOG 242         | Economic Geography                             |                |
| <b>Required:</b>    |                                                |                |
| GEOG 252            | Explanation in Geography: Quantitative Methods | 4              |
| GEOG 253            | Introduction to Geographic Information Systems | 4              |
| One of:             | STAT 104, STAT 106, or PSYC 110                | 3-4            |

**Upper-level requirements: 30-34 credits**

| <b>Course</b>    | <b>Title</b>                                                                                                                          | <b>Credits</b> |
|------------------|---------------------------------------------------------------------------------------------------------------------------------------|----------------|
| <b>Required:</b> |                                                                                                                                       |                |
| GEOG 433         | Geography of Selected Regions                                                                                                         | 4              |
| 4 credits:       | Physical geography: GEOG 302, 303, 304, 307, 308, 315, 318, 319/BIO 319 [formerly GEOG 417/BIO 417], 335, 402, 410, or 419 (see Note) | 4              |

|                 |                                                          |     |
|-----------------|----------------------------------------------------------|-----|
| 8 credits of:   | Global environmental studies: GEOG 311, 312, 364, or 421 | 8   |
| 4 credits of:   | Cultural studies: GEOG 314, 343, 346, or 447             | 4   |
| 4 credits of:   | Developmental studies: GEOG 323, 340, 362, or 466        |     |
| 2-4 credits of: | Electives in upper-level Geography                       | 2-4 |

|                          |                              |     |
|--------------------------|------------------------------|-----|
| <b>One of:</b>           |                              | 4-6 |
| GEOG 396/GDS 310/SOC 396 | Canada Internship            |     |
| GEOG 398/GDS 311/SOC 398 | International Internship     |     |
| GEOG 452                 | Field Methods and Techniques |     |
| or GEOG 470              | Field Studies in Geography   |     |

Note: GEOG 317 taken prior to 2014 can also be used to satisfy this requirement.

Urban Studies concentration

**Lower-level requirements: 29-30 credits**

| Course                         | Title                                         | Credits |
|--------------------------------|-----------------------------------------------|---------|
| <b>One of:</b>                 |                                               | 4       |
| GEOG 101                       | Weather and Climate                           |         |
| GEOG 102                       | Evolution of the Earth's Surface              |         |
| GEOG 103                       | The Physical Environment                      |         |
| or GEOG 116                    | Introduction to Geology                       |         |
| <b>One of:</b>                 |                                               | 3       |
| <a href="#"><u>GDS 100</u></a> | <a href="#"><u>A World of Development</u></a> |         |
| GEOG 111                       | Environmental Issues and Strategies           |         |
| or GEOG 140                    | Human Geography                               |         |
| <b>Two of:</b>                 |                                               | 8       |
| GEOG 201                       | Introduction to Climatology                   |         |
| GEOG 202                       | Introduction to Geomorphology                 |         |
| or GEOG 219/BIO 219            | Biogeography (formerly GEOG 317/BIO 317)      |         |
| <b>One of:</b>                 |                                               | 3       |
| GEOG 241                       | Social Geography                              |         |

or GEOG 242 Economic Geography

**Required:**

|          |                                                |     |
|----------|------------------------------------------------|-----|
| GEOG 252 | Explanation in Geography: Quantitative Methods | 4   |
| GEOG 253 | Introduction to Geographic Information Systems | 4   |
| One of:  | STAT 104, STAT 106, or PSYC 110                | 3-4 |

Note: One course of the following is recommended: BIO 106 or ANTH 225/SOC 225.

**Upper-level requirements: 30-34 credits**

| Course                   | Title                                                                                                                                 | Credits |
|--------------------------|---------------------------------------------------------------------------------------------------------------------------------------|---------|
| <b>Required:</b>         |                                                                                                                                       |         |
| GEOG 433                 | Geography of Selected Regions                                                                                                         | 4       |
| 4 credits of:            | Physical geography: GEOG 302, 303, 304, 307, 308, 315, 318, 319/BIO 319 [formerly GEOG 417/BIO 417], 335, 402, 410, or 419 (see Note) | 4       |
| 4 credits of:            | GEOG 360, 460, 464, or 466                                                                                                            | 4       |
| 4 credits of:            | GEOG 307, 314, 318, 362, or 364                                                                                                       | 4       |
| 4 credits of:            | GEOG 344, 440, SOC 325/ANTH 325                                                                                                       | 4       |
| 6-8 credits of:          | Electives in upper-level geography                                                                                                    | 8       |
| <b>One of:</b>           |                                                                                                                                       | 4-6     |
| GEOG 396/GDS 310/SOC 396 | Canada Internship                                                                                                                     |         |
| GEOG 398/GDS 311/SOC 398 | International Internship                                                                                                              |         |
| GEOG 452                 | Field Methods and Techniques                                                                                                          |         |
| or GEOG 470              | Field Studies in Geography                                                                                                            |         |

Note: GEOG 317 taken prior to 2014 can also be used to satisfy this requirement.

Fees and additional costs

See the [Fees and Other Costs](#) section. Additional fees for course field trips and miscellaneous lab materials will apply to all students enrolled in Geography programs.

Course listings

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

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Geography and the Environment  
[ufv.ca/geography](http://ufv.ca/geography)

Geography extended minor  
**(for Bachelor of Arts degree students)**

This section specifies the extended minor discipline requirements only. Please refer to the [Bachelor of Arts](#) for program requirements, including the requirements for [declaring](#) an extended minor. Please check the Bachelor of Arts [residency](#) section of the calendar for how many upper-level credits must be completed at UFV in order to graduate with this program.

**Lower-level requirements: 22 credits**

| <b>Course</b>              | <b>Title</b>                                   | <b>Credits</b> |
|----------------------------|------------------------------------------------|----------------|
| <b>One of:</b>             |                                                |                |
| GEOG 101                   | Weather and Climate                            | 4              |
| GEOG 102                   | Evolution of the Earth’s Surface               |                |
| GEOG 103                   | The Physical Environment                       |                |
| <b>or</b> GEOG 116         | Introduction to Geology                        |                |
| <b>One of:</b>             |                                                |                |
| <a href="#">GDS 100</a>    | <a href="#">A World of Development</a>         | 3              |
| GEOG 111                   | Environmental Issues and Strategies            |                |
| <b>or</b> GEOG 140         | Human Geography                                |                |
| <b>Two of:</b>             |                                                |                |
| GEOG 201                   | Introduction to Climatology                    | 8              |
| GEOG 202                   | Introduction to Geomorphology                  |                |
| <b>or</b> GEOG 219/BIO 219 | Biogeography (formerly GEOG 317/BIO 317)       |                |
| <b>One of:</b>             |                                                |                |
| GEOG 241                   | Social Geography                               | 3              |
| <b>or</b> GEOG 242         | Economic Geography                             |                |
| <b>Required:</b>           |                                                |                |
| GEOG 253                   | Introduction to Geographic Information Systems | 4              |

**Upper-level requirements: 16 credits**

16 credits of upper-level Geography courses (See Note 1).



Note 1: A minimum of 18 credits are usually required for entrance into teacher education training programs for secondary schools (e.g. [UFV's Teacher Education Secondary program](#)). Please refer to professional education program admissions requirements for more information.

Note 2: No more than four credits may be in Directed Studies/Directed Readings courses (GEOG 480, GEOG 482, GEOG 483, GEOG 484).

Note 3: No more than 6 credits of GEOG 396/GDS 310/SOC 396, GEOG 398/GDS 311/SOC 398, GEOG 412, GEOG 460, and GEOG 470 can be used towards meeting the extended minor requirements.

Geography minor  
**(for Bachelor of Arts degree students)**

This section specifies the minor discipline requirements only. Please refer to the [Bachelor of Arts](#) for program requirements, including the requirements for [declaring](#) a minor. Please check the Bachelor of Arts [residency](#) section of the calendar for how many upper-level credits must be completed at UFV in order to graduate with this program.

**Lower-level requirements: 13–15 credits**

| <b>Course</b>                       | <b>Title</b>                           | <b>Credits</b> |
|-------------------------------------|----------------------------------------|----------------|
| <b>One of:</b>                      |                                        | 4              |
| GEOG 101                            | Weather and Climate                    |                |
| GEOG 102                            | Evolution of the Earth's Surface       |                |
| GEOG 103                            | The Physical Environment               |                |
| <b>or</b> GEOG 116                  | Introduction to Geology                |                |
| <b>One of:</b>                      |                                        |                |
| <a href="#">GDS 100</a>             | <a href="#">A World of Development</a> | 3              |
| GEOG 111                            | Environmental Issues and Strategies    |                |
| <b>or</b> GEOG 140                  | Human Geography                        |                |
| <b>Plus:</b>                        |                                        |                |
| Any two 200-level geography courses |                                        | 6-8            |

**Upper-level requirements: 16 credits**

16 credits of upper-level Geography courses.

Note: No more than four credits may be in Directed Studies/Directed Readings courses (GEOG 480, GEOG 482, GEOG 483, GEOG 484).

#### Fees and additional costs

See the [Fees and Other Costs](#) section. Additional fees for course field trips and miscellaneous lab materials will apply to all students enrolled in Geography programs.

#### Co-operative Education option

The Co-operative Education option offers students the opportunity to obtain paid, career-related work experience in their field of study during their education at UFV. After completing their first year of study, Co-op students alternate between study-related full-time employment and full-time study.

Geography students are encouraged to consider pursuing a Co-operative Education designation within their degree. Interested students will need to apply at least one semester in advance of applying for employment opportunities through the program. Applicants must meet the requirements of the Co-operative Education program. Students should speak with a Co-operative Education Coordinator for placement possibilities in the Arts and/or Sciences.

Students who successfully complete three Co-op work terms will receive a Co-op designation on their transcript. Each work term is for four or eight months, and many of these are in the summer. In order to take full advantage of these work opportunities, students should consider applying by their second year of study. Students should see the Co-operative Education section of the calendar for further details, and should contact the Career Centre for further information, or visit [ufv.ca/Jobs/Co-op-Education](http://ufv.ca/Jobs/Co-op-Education).

#### Course listings

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

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**Memo for Program Changes**

To: Lucy Lee, Dean, Faculty of Science

Cc: Angie Reid, Committees Assistant  
Amanda Grimson

From: Steven Marsh, Department head

Date: 2015 February 3 (updated 2015 March 24)

**Subject: Program change – Adding GDS 100 to program requirement options to:**

- 1. Physical Geography Major**
- 2. Physical Geography Major with Honours**

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:

1. Rationale for change(s): This will give students more options.
2. If program outcomes are new or substantially changed, explain how they align with the Institutional Learning Outcomes: n/a
3. What consideration has been given to indigenizing the curriculum?  
The addition of GDS 100 as an option for the degree includes 20 to 30% course material on Indigenous perspectives and histories.
4. Will additional resources be required? If so, how will these costs be covered? n/a  
How will students be impacted? (Indicate the projected number of students impacted.) Is the change expected to increase/decrease enrolment in the program? Provides another option for students in these programs, greater flexibility.
5. 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? n/a

6. 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.) n/a
7. 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. n/a
8. 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. n/a

Geography and the Environment

[ufv.ca/geography](http://ufv.ca/geography)

Physical Geography Honours  
**(for Bachelor of Science degree students)**

Entrance requirements

Students can apply to the Physical Geography Honours program when they have met the following criteria:

1. Completion of 90 credits that apply to the Bachelor of Science, including at least 26 credits in geography.
2. A minimum 3.33 GPA in all courses required for program completion.

Interested students are encouraged to seek out advice on the Physical Geography Honours program from Geography faculty or a Science Advisor as early as possible in their coursework, and to apply to the program at the earliest possible entry date.

How to apply

To apply, students will need to provide the following:

1. An honours program application package (available from the department assistant).
2. A portfolio that includes coursework (laboratory assignments, written papers, etc.) from select completed geography courses. The portfolio is a tool to be used by the student, the Geography Honours Advisory Committee, and potential faculty project advisor to identify areas of improvement and potential project topics, as well as writing and research strengths and weaknesses. Portfolio guidelines are available from the department.

Students should submit application materials to the department assistant. The Geography Honours Advisory Committee will then arrange for a project supervisor. Interested students are encouraged to approach a departmental faculty member appropriate to their research interests who may serve as their honours supervisor.

Program requirements

In addition to the requirements for the [Bachelor of Science](#) and for the [Physical Geography major](#), Physical Geography Honours students will need to complete the following:

1. 120 credits, including:
  - A minimum of 64 credits of Geography
  - GEOG 354

- STAT 315

2. An original research project, completed as part of:

- One of the following courses: GEOG 400G, 400J, 402, 410, 417, 458, or 491; and
- GEOG 493.

3. Minimum CGPA of 3.33.

**Research project**

Successful completion of a research project is required prior to graduation. This project is developed in consultation with a faculty supervisor and demonstrates a student’s advanced skills and knowledge in a given area of physical geography.

Students will complete this project in two courses. In the first course, the student will design and collect data for their project. This will be completed as part of GEOG 491 (Honours Research Design and Data Collection), or an equivalent third-year internship or fourth-year research-intensive course approved by the department. Students will then register in GEOG 493 (Honours Research Project in Physical Geography/GIS) to complete the data analysis and project write-up.

Each honours student will disseminate their research findings in a presentation to an academic audience (e.g. professional conference or department seminar) as well as through an academic research poster or alternative. Following project completion and presentation, the honours supervisor in consultation with a second reader, will assign a grade for GEOG 493.

**GPA requirement**

A CGPA of least 3.33 or higher, including the mark awarded for the final research project, must be attained in order for an honours designation to be awarded.

**Program outline**

This section specifies the honours requirements only. Please refer to the [Bachelor of Science](#) section for information on additional requirements.

**Lower-level requirements: 45 credits**

| <b>Course</b>      | <b>Title</b>                     | <b>Credits</b> |
|--------------------|----------------------------------|----------------|
| <b>One of:</b>     |                                  | 4              |
| GEOG 101           | Weather and Climate              |                |
| GEOG 102           | Evolution of the Earth’s Surface |                |
| GEOG 103           | The Physical Environment         |                |
| <b>or</b> GEOG 116 | Introduction to Geology          |                |

**One of:** 3  
GDS 100 A World of Development  
 GEOG 111 Environmental Issues and Strategies  
 or GEOG 140 Introduction to Human Geography

**Two of:** 8  
 GEOG 201 Introduction to Climatology  
 GEOG 202 Introduction to Geomorphology  
 or GEOG 219/BIO 219 Biogeography (formerly GEOG 317/BIO 317)

**One of:** 3  
 GEOG 211 Environmental Science  
 or GEOG 257/CMNS Environment: Science and Communications  
 257

**Required:**  
 GEOG 252 Explanation in Geography: Quantitative Methods 4  
 GEOG 253 Introduction to Geographic Information Systems 4  
 MATH 270/ Introduction to Probability and Statistics 4  
 STAT 270

**One of:** 5  
 PHYS 101 Introductory General Physics: Mechanics and  
 Fluids  
 or PHYS 111 Mechanics

**One pair of:** 10  
 BIO 111 Introductory Biology I  
 and BIO 112 Introductory Biology II  
 or CHEM 113 Principles of Chemistry I  
 and CHEM 114 Principles of Chemistry II

**Upper-level requirements: 47-49 credits**

| Course           | Title                         | Credits |
|------------------|-------------------------------|---------|
| <b>Required:</b> |                               |         |
| GEOG 353         | GIS Applications              | 4       |
| GEOG 354         | Approaches in Human Geography | 4       |
| GEOG 433         | Geography of Selected Regions | 4       |

|                           |                                                                          |     |
|---------------------------|--------------------------------------------------------------------------|-----|
| GEOG 491                  | Honours Research Design and Data Collection (see Note 1)                 | 4   |
| GEOG 493                  | Honours Research Project in Physical Geography/GIS                       | 4   |
| STAT 315                  | Applied Regression Analysis                                              | 3   |
| (formerly<br>MATH<br>315) |                                                                          |     |
| 20 credits                | Physical Geography, including at least one course at the 400-level: GEOG | 20  |
| (five                     | 302, 303, 304, 307, 308, 315, 318, 319/BIO 319 (formerly GEOG            |     |
| courses):                 | 417/BIO 417), 335, 402, 410, 419, 453                                    |     |
| <b>One of:</b>            |                                                                          | 4-6 |
| GEOG                      | Canada Internship                                                        |     |
| 396/GDS                   |                                                                          |     |
| 310/SOC                   |                                                                          |     |
| 396                       |                                                                          |     |
| GEOG                      | International Internship                                                 |     |
| 398/GDS                   |                                                                          |     |
| 311/SOC                   |                                                                          |     |
| 398                       |                                                                          |     |
| GEOG 452                  | Field Methods and Techniques                                             |     |
| <b>or</b> GEOG            | Field Studies in Geography                                               |     |
| 470                       |                                                                          |     |

Note 1: Students are not required to complete GEOG 491 if they have already completed one of the following courses: GEOG 319/BIO 319 (formerly GEOG 417/BIO 417), 400G, 400J, 402, 419, or 458.

Note 2: Students planning to apply for a Bachelor of Science, Physical Geography Honours, with a view to pursuing graduate studies should expect, in consultation with their honours supervisor, to take any additional Mathematics courses deemed applicable to their area of study.

Note 3: No more than eight credits may be in directed studies/directed readings (GEOG 480, 482, 483, 484).

Note 4: GEOG 317 taken prior to 2014 can also be used to satisfy this requirement.

Fees and additional costs

See the [Fees and Other Costs](#) section. Additional fees for course field trips and miscellaneous lab materials will apply to all students enrolled in Geography programs.

Course listings

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



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Geography and the Environment  
[ufv.ca/geography](http://ufv.ca/geography)

Physical Geography major  
**(for Bachelor of Science degree students)**

This section specifies the major discipline requirements for the Bachelor of Science with Physical Geography degree option only. Please refer to the [Bachelor of Science](#) section for information on additional requirements.

**Lower-level requirements: 45 credits**

| <b>Course</b>               | <b>Title</b>                                   | <b>Credits</b> |
|-----------------------------|------------------------------------------------|----------------|
| <b>One of:</b>              |                                                |                |
| GEOG 101                    | Weather and Climate                            | 4              |
| GEOG 102                    | Evolution of the Earth’s Surface               |                |
| GEOG 103                    | The Physical Environment                       |                |
| <b>or</b> GEOG 116          | Introduction to Geology                        |                |
| <br><b>One of:</b>          |                                                |                |
| <a href="#">GDS 100</a>     | <a href="#">A World of Development</a>         | 3              |
| GEOG 111                    | Environmental Issues and Strategies            |                |
| <b>or</b> GEOG 140          | Human Geography                                |                |
| <br><b>Two of:</b>          |                                                |                |
| GEOG 201                    | Introduction to Climatology                    | 8              |
| GEOG 202                    | Introduction to Geomorphology                  |                |
| <b>or</b> GEOG 219/BIO 219  | Biogeography (formerly GEOG 317/BIO 317)       |                |
| <br><b>One of:</b>          |                                                |                |
| GEOG 211                    | Environmental Science                          | 3              |
| <b>or</b> GEOG 257/CMNS 257 | Environment: Science and Communications        |                |
| <br><b>Required:</b>        |                                                |                |
| GEOG 252                    | Explanation in Geography: Quantitative Methods | 4              |
| GEOG 253                    | Introduction to Geographic Information Systems | 4              |
| <br><b>One of:</b>          |                                                |                |
| STAT 104                    | Introductory Statistics                        | 4              |

STAT 106                      Statistics I  
 or STAT 270                Introduction to Probability and Statistics

**One of:** 5

PHYS 101                    Introductory General Physics: Mechanics and Fluids  
 PHYS 105                    Heat, Waves, and Optics  
 or PHYS 111                Mechanics

**One pair of:** 10

BIO 111                      Introductory Biology I  
 and BIO 112                Introductory Biology II  
**or:**  
 CHEM 113                    Principles of Chemistry I  
 and CHEM 114              Principles of Chemistry II

**Upper-level requirements: 32-33 credits**

| <b>Course</b>              | <b>Title</b>                                                                                                                                                                              | <b>Credits</b> |
|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| <b>Required:</b>           |                                                                                                                                                                                           |                |
| GEOG 353                   | GIS Applications                                                                                                                                                                          | 4              |
| GEOG 433                   | Geography of Selected Regions                                                                                                                                                             | 4              |
| 20 credits (five courses): | Physical Geography, including at least one course at the 400-level: GEOG 302, 303, 304, 307, 308, 315, 318, 319/BIO 319 (formerly GEOG 417/BIO 417), 335, 402, 410, 419, 453 (see Note 2) | 4              |
| <b>One of:</b>             |                                                                                                                                                                                           |                |
| GEOG 396/GDS 310/SOC 396   | Canada Internship                                                                                                                                                                         | 4-6            |
| GEOG 398/GDS 311/SOC 398   | International Internship                                                                                                                                                                  |                |
| GEOG 452                   | Field Methods and Techniques                                                                                                                                                              |                |
| GEOG 470                   | Field Studies in Geography                                                                                                                                                                |                |

Note 1: No more than eight credits may be in Directed Studies/Directed Readings courses (GEOG 480, GEOG 482, GEOG 483, GEOG 484).

Note 2: GEOG 317 taken prior to 2014 can also be used to satisfy this requirement.

Physical Geography minor  
**(for Bachelor of Science degree students)**

This section specifies the minor discipline requirements for the Bachelor of Science in Physical Geography degree option only. Please refer to the [Bachelor of Science](#) section for information on additional requirements.

**Lower-level requirements: 20 credits**

| <b>Course</b>              | <b>Title</b>                                   | <b>Credits</b> |
|----------------------------|------------------------------------------------|----------------|
| <b>One of:</b>             |                                                |                |
| GEOG 101                   | Weather and Climate                            | 4              |
| GEOG 102                   | Evolution of the Earth's Surface               |                |
| GEOG 103                   | The Physical Environment                       |                |
| <b>or</b> GEOG 116         | Introduction to Geology                        |                |
| <b>Two of:</b>             |                                                | 8              |
| GEOG 201                   | Introduction to Climatology                    |                |
| GEOG 202                   | Introduction to Geomorphology                  |                |
| <b>or</b> GEOG 219/BIO 219 | Biogeography (formerly GEOG 317/BIO 317)       |                |
| <b>Required:</b>           |                                                |                |
| GEOG 252                   | Explanation in Geography: Quantitative Methods | 4              |
| GEOG 253                   | Introduction to Geographic Information Systems | 4              |

Students must also complete all the general Bachelor of Science requirements to satisfy the degree.

**Upper-level requirements: 16 credits**

| <b>Course</b>    | <b>Title</b>            | <b>Credits</b> |
|------------------|-------------------------|----------------|
| <b>Required:</b> |                         |                |
| GEOG 353         | GIS Applications        | 4              |
| <b>Two of:</b>   |                         | 8              |
| GEOG 302         | Fluvial Geomorphology   |                |
| GEOG 303         | Principles of Hydrology |                |

GEOG 304 The Geography of the Coastal Zone  
GEOG 307 Urban Climatology  
GEOG 308 Climate Change and Variability  
GEOG 315 Soil Process and Function  
GEOG 317 Biogeography (prior to 2014)  
GEOG 318 Water Resources Management  
GEOG 319 Swamps and Bogs  
GEOG 335 Methods in Freshwater Ecology

**One of:** 4

GEOG 402 Quaternary Geology and Geomorphology  
GEOG 410 Plant Ecology  
GEOG 417 Wetlands (prior to 2014)  
GEOG 419 Paleoecology  
GEOG 453 Remote Sensing of the Environment

Note: No more than eight credits may be in Directed Studies/Directed Readings courses (GEOG 480, GEOG 482, GEOG 483, GEOG 484).

Fees and additional costs

See the [Fees and Other Costs](#) section. Additional fees for course field trips and miscellaneous lab materials will apply to all students enrolled in Geography programs.

Co-operative Education option

The Co-operative Education option offers students the opportunity to obtain paid, career-related work experience in their field of study during their education at UFV. After completing their first year of study, Co-op students alternate between study-related full-time employment and full-time study.

Physical Geography students are encouraged to consider pursuing a Co-operative Education designation within their degree. Interested students will need to apply at least one semester in advance of applying for employment opportunities through the program. Applicants must meet the requirements of the Co-operative Education program. Students should speak with a Co-operative Education Coordinator for placement possibilities in the Arts and/or Sciences.

Students who successfully complete three Co-op work terms will receive a Co-op designation on their transcript. Each work term is for four or eight months, and many of these are in the summer. In order to take full advantage of these work opportunities, students should consider applying by their second year of study. Students should see the Co-operative Education section of the calendar for further details, and should contact the Career Centre for further information, or visit [ufv.ca/Jobs/Co-op\\_Education](http://ufv.ca/Jobs/Co-op_Education).

Course listings

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

[Return to main Geography page](#)

**Memo for Program Changes**

To: Chair, UEC

From: Dr. Frank Ulbrich

Date: March 02, 2015

**Subject: BBA Degree, Human Resource Management Option, Human Resource Management Electives  
BBA Degree, Organizational Studies Concentration, Electives**

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: Addition of three elective courses to the program areas identified above.

2. Rationale for change(s):

To provide greater breath to the program; and, to add areas of study that are of importance to business and management.

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

4. What consideration has been given to indigenizing the curriculum? Presented in course memos.

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?  
The additions will provide more choice for students in the program; and, greater opportunity for students outside the BBA program to enrol in business courses to fulfill requirements of a minor.

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 change.

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)  
Elective courses are scheduled in alternating semesters.
  
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 change
  
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 for the proposed changes.



School of Business  
[ufv.ca/business](http://ufv.ca/business)

**Bachelor of Business Administration options and concentrations**

Students in the third and fourth years of the program may choose to specialize in a functional area of business by taking a selection of prescribed courses as their upper-level electives. Concentrations generally require four courses in the area of specialization while options generally require double this amount.

Accounting option

Accounting identifies, measures and communicates economic information to external groups such as investors, and to internal groups, such as managers. Even though many students in this option become accountants, UFV’s Accounting option is flexible because of its easily transferable skills. Our accounting graduates have selected careers in areas such as banking, insurance, and consulting. The Accounting option provides the necessary prerequisites for the Chartered Professional Accountant (CPA) program.

| <b>Course</b> | <b>Title</b>                   | <b>Credits</b> |
|---------------|--------------------------------|----------------|
| BUS 343       | Intermediate Accounting I      | 3              |
| BUS 344       | Intermediate Accounting II     | 3              |
| BUS 345       | Income Tax I                   | 3              |
| BUS 346       | Income Tax II                  | 3              |
| BUS 347       | Auditing Principles            | 3              |
| BUS 348       | Management Accounting II       | 3              |
| BUS 439       | Advanced Financial Accounting  | 3              |
| BUS 444       | Advanced Management Accounting | 3              |
| BUS 449       | Financial Management II        | 3              |

Finance option

The skills developed within the Finance option reflect those demanded in the financial services industry. This option is specifically designed to provide students with training in the four major branches of finance (corporate finance, investment management, money and banking, and international finance); numeracy and analytical skills necessary for asset pricing; computer skills in financial modeling, accounting, and database management; analysis of financial statements; and personal taxation and issue identification.

The courses in this option fulfill some, but not all, of the requirements for the CPA Professional Education Program (PEP).

| <b>Course</b> | <b>Title</b>                              | <b>Credits</b> |
|---------------|-------------------------------------------|----------------|
| BUS 343       | Intermediate Accounting I                 | 3              |
| BUS 344       | Intermediate Accounting II                | 3              |
| BUS 433       | Investments                               | 3              |
| BUS 434       | Risk Management and Financial Engineering | 3              |
| BUS 435       | International Finance                     | 3              |
| BUS 439       | Advanced Financial Accounting             | 3              |
| BUS 449       | Financial Management II                   | 3              |
| ECON 410      | Macroeconomics and Financial Markets      | 3              |

Human Resource Management option

This option is designed to equip student with the skills and abilities necessary for a successful career in human resource management. It also provides students with the foundation for successful completion of the Human Resources Management Association's Knowledge Exam, the first step in the certification process to obtain the national Certified Human Resource Professional (CHRP) designation.

| <b>Course</b> | <b>Title</b>                                                    | <b>Credits</b> |
|---------------|-----------------------------------------------------------------|----------------|
| BUS 305       | Industrial Relations                                            | 3              |
| BUS 314       | Recruitment and Selection                                       | 3              |
| BUS 406       | Compensation and Benefits                                       | 3              |
| BUS 416       | Training and Development                                        | 3              |
| BUS 418       | Workplace Health and Safety                                     | 3              |
| Electives     | Four upper-level Business (Human Resource Management) electives | 12             |

Human Resource Management electives

Four upper-level Business electives for the Human Resource Management option must be chosen from the following list.

| <b>Course</b> | <b>Title</b>                                   | <b>Credits</b> |
|---------------|------------------------------------------------|----------------|
| BUS 304       | Organization Theory and Application            | 3              |
| BUS 307       | Selected Topics in Organizational Behaviour    | 3              |
| BUS 308       | Selected Topics in Applied Organization Theory | 3              |
| BUS 309       | Selected Topics in Human Resources Management  | 3              |
| BUS 377       | Management of Cooperatives                     | 3              |
| BUS 378       | Organizational Culture, Climate, and Change    | 3              |
| BUS 379       | Cross-Cultural Management                      | 3              |

|                |                                           |          |
|----------------|-------------------------------------------|----------|
| BUS 400        | Business and Society                      | 3        |
| BUS 407        | Gender and Diversity Issues               | 3        |
| BUS 408        | Teamwork in Organizations                 | 3        |
| BUS 417        | Performance Evaluation and Management     | 3        |
| BUS 419        | Strategic Human Resource Planning         | 3        |
| BUS 423        | Services Marketing                        | 3        |
| BUS 430        | Management of Innovation                  | 3        |
| <b>BUS 477</b> | <b>Fair Trade and Ethical Consumption</b> | <b>3</b> |
| BUS 478        | Work Spaces, Built Places                 | 3        |
| BUS 492        | Directed Studies                          | 3        |
| CMNS 345       | Instructional Skills for the Workplace    | 4        |
| CMNS 445       | Facilitating Skills for the Workplace     | 4        |

Marketing option

This option is designed to equip students with the skills and abilities necessary for a successful career in marketing. Some of the fields which marketing graduates work in include advertising and public relations, marketing research, retailing management, professional selling and sales management, brand/product management, retailing and e-tail management, and non-profit management.

| <b>Course</b> | <b>Title</b>                                     | <b>Credits</b> |
|---------------|--------------------------------------------------|----------------|
| BUS 321       | Business Marketing                               | 3              |
| BUS 324       | Customer Relationship Management                 | 3              |
| BUS 325       | E-Marketing                                      | 3              |
| BUS 326       | Measuring Marketing Effectiveness                | 3              |
| BUS 327       | Consumer Behavior                                | 3              |
| BUS 425       | Marketing Strategy                               | 3              |
| Electives     | Three upper-level Business (Marketing) electives | 9              |

Marketing electives

The Marketing option includes two official streams of study: professional selling and marketing communications.

Students interested in a career in **marketing communications** should select from the following:

- BUS 223 (Advertising)
- BUS 323 (Introduction to Advertising)
- BUS 329 (Brand Image Management)

- CMNS 375 (Understanding Design for Print Publications)
- BUS 426 (Integrated Marketing Communications, formerly BUS 463)
- BUS 427 (PR and Event Management)

Students interested in a career in **professional selling** should select from the following:

- BUS 322 (Advanced Selling, formerly BUS 390K)
- BUS 328 (Retail Management)
- BUS 422 (Sales Management, formerly BUS 461)
- BUS 423 (Services Marketing).

Three upper-level Business electives for the Marketing option must be chosen from the following list.

| <b>Course</b> | <b>Title</b>                                | <b>Credits</b> |
|---------------|---------------------------------------------|----------------|
| BUS 322       | Advanced Selling                            | 3              |
| BUS 323       | Introduction to Advertising                 | 3              |
| BUS 328       | Retail Management                           | 3              |
| BUS 329       | Brand Image Management                      | 3              |
| BUS 421       | International Marketing                     | 3              |
| BUS 422       | Sales Management                            | 3              |
| BUS 423       | Services Marketing                          | 3              |
| BUS 424       | Business Intelligence                       | 3              |
| BUS 426       | Integrated Marketing Communications         | 3              |
| BUS 427       | PR and Event Management                     | 3              |
| BUS 492       | Directed Studies                            | 3              |
| CMNS 375      | Understanding Design for Print Publications | 3              |
| BUS 390       | Special Topics                              | 3              |

Financial Management concentration

| <b>Course</b> | <b>Title</b>                              | <b>Credits</b> |
|---------------|-------------------------------------------|----------------|
| BUS 433       | Investments                               | 3              |
| BUS 434       | Risk Management and Financial Engineering | 3              |
| BUS 435       | International Finance                     | 3              |
| BUS 449       | Financial Management II                   | 3              |

Operations Management/Management Information Systems concentration

| <b>Course</b> | <b>Title</b>                   | <b>Credits</b> |
|---------------|--------------------------------|----------------|
| BUS 338       | Accounting Information Systems | 3              |

|         |                                |   |
|---------|--------------------------------|---|
| BUS 350 | Operations Management          | 3 |
| BUS 440 | Management Information Systems | 3 |
| BUS 457 | Project Management             | 3 |

Organizational Studies concentration

**Required course**

| <b>Course</b> | <b>Title</b>                        | <b>Credits</b> |
|---------------|-------------------------------------|----------------|
| BUS 304       | Organization Theory and Application | 3              |

**Electives: Any three of the following**

| <b>Course</b>  | <b>Title</b>                                       | <b>Credits</b> |
|----------------|----------------------------------------------------|----------------|
| BUS 307        | Selected Topics in Organizational Behaviour        | 3              |
| BUS 308        | Selected Topics in Applied Organization Theory     | 3              |
| BUS 309        | Selected Topics in Human Resources Management      | 3              |
| BUS 327        | Consumer Behaviour                                 | 3              |
| BUS 377        | Management of Cooperatives                         | 3              |
| <b>BUS 378</b> | <b>Organizational Culture, Climate, and Change</b> | <b>3</b>       |
| <b>BUS 379</b> | <b>Cross-Cultural Management</b>                   | <b>3</b>       |
| BUS 407        | Gender and Diversity Issues                        | 3              |
| BUS 408        | Teamwork in Organizations                          | 3              |
| <b>BUS 477</b> | <b>Fair Trade and Ethical Consumption</b>          | <b>3</b>       |
| BUS 478        | Work Spaces, Built Places                          | 3              |
| BUS 492        | Directed Studies                                   | 3              |
| CRIM 417       | Leadership in Groups and Organizations             | 3              |

Note: Students may take **one** other UFV 3rd or 4th year course to be counted as one elective in the Organizational Studies concentration. The course must be approved by the department as counting toward the completion of the concentration prior to the student enrolling in the course.

OR

Students may take **one** course at another institution to be counted as one elective in the Organizational Studies concentration. The course must be approved by the department as being eligible for transfer credit and as counting toward completion of the concentration prior to the student enrolling in the course. Please contact the department for more details.

**Memo for Program Changes**

To: UEC

From: Allan Arndt, Biology Department Head

Date: January 8, 2015

**Subject: Program change (biology major concentrations)**

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):

Addition of special topics courses to the pre-medicine/pre-veterinary to align with our cellular, molecular, and genetics concentration as well as our ecology and biology of organisms concentration.

Addition of BIO 370 (new course) to the ecology and biology of organisms concentration.

3. If program outcomes are new or substantially changed, explain how they align with the Institutional Learning Outcomes:
4. What consideration has been given to indigenizing the curriculum?
5. Will additional resources be required? If so, how will these costs be covered?
6. How will students be impacted? (Indicate the projected number of students impacted.) Is the change expected to increase/decrease enrolment in the program?
7. Does the number of required core or elective credits from the program-specific discipline change? If so, will this change the total number of courses to be offered within the discipline?
8. Identify any available resources that will be used to accommodate the program changes. (Eg. seats in existing classes, conversion of sections, timetabling changes, deletion of courses, etc.)
9. Is the number of required or elective courses from other disciplines in the program changing? If so, what is the estimated impact to enrolments in these courses? Provide a memo from the respective

dean(s) of the impacted faculty to confirm if budgetary implications have been considered and addressed.

10. Provide a memo from the program's dean to confirm that budgetary implications of the proposed changes have been considered and will be addressed within the faculty budget.

## **Biology**

[ufv.ca/biology](http://ufv.ca/biology)

### **Biology major concentrations**

Students who wish to specialize in a sub-discipline of biology or prepare for professional studies as part of their Biology major may choose to complete a concentration in Pre-Medicine/Pre-Veterinary, Ecology and Biology of Organisms, or Cellular, Molecular, and Genetics.

Students may declare their intention to complete a concentration any time after first year.

The Biology major may be combined as a concentration with a minor in another discipline (e.g., Cellular, Molecular, and Genetics concentration with a Chemistry minor) or students may wish to complete a double concentration (e.g., Pre-Medicine/Pre-Veterinary with Cellular, Molecular, and Genetics).

Students are strongly advised to consult a science advisor for information on course sequencing prior to starting a concentration.

**Note:** A special topics course or any other appropriate course can be designated for credit under a particular concentration.

### **Pre-Medicine/Pre-Veterinary concentration**

The pre-medicine/pre-veterinary concentration does not guarantee admission into a medical or veterinary school program. The concentration requires more course work than is usually required for Canadian medical or veterinary programs. However, the Biology department advises that the courses in this concentration will better prepare students for both writing the Medical College Admissions Test (MCAT) and pursuing a career in medicine or veterinary medicine. Students interested in this concentration should consult with a science advisor for program planning.

The pre-medicine/pre-veterinary concentration requires completion of the following courses as part of a Biology major or Biology Honours program:

- CHEM 214
- BIO 320
- STAT 106 or MATH 270/STAT 270 (see Note)
- Any two courses of ENGL 105 or above
- Any one Microbiology course
- PHYS 105, or both PHYS 111 and 112
- PSYC 101

#### **Plus four courses (12-16 credits) from:**

- BIO 280, 305, 306, 312, 315, 330, 350, 380, 383, 385, 415
- KPE 215, 270, 370
- PSYC 102

• [BIO special topics course designated for credit under the Pre-Medicine/Pre-Veterinary concentration](#)

**Note:** The Biology major accepts STAT 104 as a statistics requirement, but the pre-medicine/pre-veterinary concentration requires STAT 106 or MATH 270/STAT 270.

### **Cellular, Molecular, and Genetics concentration**

In addition to the courses required for a Biology major or Biology Honours, this concentration requires completion of the following:

- BIO 320, 401



**Plus four courses (14-16 credits) from:**

- BIO 312, 325, 326, 350, 402, 403, 406, 407, 414, 415, 416, 425
- BIO 408, 409, 499 (appropriate topic)
- BIO special topics course designated for credit under the Cellular, Molecular, and Genetics concentration
- CHEM 350

**Ecology and Biology of Organisms concentration**

In addition to the courses required for a Biology major or Biology Honours, this concentration requires completion of the following:

- BIO 310, 312, [370](#), 416

**Plus four courses (14-16 credits) from:**

- BIO 301, 305, 306, 307, 308, 315, 326, 330, 335, 340, 360, 380, 385, 390, 410, 417, 419, 430, 477
- BIO 408, 409, 499 (appropriate topic)
- BIO special topics course designated for credit under the Ecology and Biology of Organisms concentration

# MEMO



**To:** CWC, CACC, CAC, UEC, Senate  
**From:** Anastasia Anderson, Department Head  
**Date:** February 25, 2015  
**Re:** Philosophy Major Changes

**Summary of Changes:**

Addition of PHIL 425 and PHIL 426 and removal of PHIL 325 under the Metaphysics and Epistemology requirement. PHIL 353 and 482 have been removed from the Other Electives section and moved to the History of Philosophy requirement. Removal of 312 and addition of 412 under Applied Philosophy. Addition of IPK 386 to the History of Philosophy requirement.

**Rationale:**

PHIL 425 and 426 have been added as replacements for PHIL 325 which will no longer be offered. PHIL 412 is a revised version of PHIL 312. The Philosophy Department has decided that PHIL 353 and 482 and IPK 386 contain content significant to the understanding of the history of Philosophy and therefore should be options for fulfilling part of the 'History of Philosophy' requirement.

Philosophy

[ufv.ca/philosophy](http://ufv.ca/philosophy)

Philosophy major

This section specifies the major discipline requirements only. Information on additional Bachelor of Arts requirements begins in [this section](#) and includes the requirements for [declaring](#) a major. Credit requirements are dependent on completion of courses in each of the following areas. Students must complete a minimum of 18 lower-level course credits and a minimum of 30 upper-level credits.

Please check the Bachelor of Arts [residency](#) section of the calendar for how many upper-level credits must be completed at UFV in order to graduate with this program.

Lower Level Requirements: 18 credits

Upper Level Requirements: 30 credits

Introductory courses

**Required: 9 credits**

| Course   | Title                 | Credits |
|----------|-----------------------|---------|
| PHIL 100 | Reasoning             | 3       |
| PHIL 110 | Morality and Politics | 3       |
| PHIL 120 | Knowledge and Reality | 3       |

History of Philosophy

**Three of the following, including one of PHIL 251A or 251B and one of PHIL 252 or 352: 9 credits**

| Course                   | Title                                                             | Credits           |
|--------------------------|-------------------------------------------------------------------|-------------------|
| PHIL 250                 | History of Western Philosophy: Ancient Philosophy                 | 3                 |
| PHIL 251A                | Rationalism and Early Modern Philosophy                           | 3                 |
| PHIL 251B                | Empiricism and Early Modern Philosophy                            | 3                 |
| PHIL 252                 | History of Continental Philosophy                                 | 3                 |
| PHIL 352                 | History of Analytic Philosophy                                    | 3                 |
| <a href="#">PHIL 353</a> | <a href="#">Philosophies of India</a>                             | <a href="#">3</a> |
| <a href="#">PHIL 482</a> | <a href="#">Selected Topics in the History of Philosophy</a>      | <a href="#">3</a> |
| <a href="#">IPK 386</a>  | <a href="#">Worldviews of Indigenous Peoples of North America</a> | <a href="#">3</a> |

Logic

**Required: 3 credits**

| Course   | Title                     | Credits |
|----------|---------------------------|---------|
| PHIL 300 | Symbolic Logic in Context | 3       |

Philosophical Theory

Students must complete one course from each of the following areas.

**Moral and Political Theory: 3 credits**

| Course   | Title                                    | Credits |
|----------|------------------------------------------|---------|
| PHIL 315 | Contemporary Ethical Theory              | 3       |
| PHIL 480 | Selected Topics in Morality and Politics | 3       |

**Metaphysics and Epistemology: 3 credits**

| Course                   | Title                                                          | Credits           |
|--------------------------|----------------------------------------------------------------|-------------------|
| PHIL 322                 | The Philosophy of Mind                                         | 3                 |
| <a href="#">PHIL 325</a> | <a href="#">Contemporary Philosophy: The Problem of Truth</a>  | <a href="#">3</a> |
| <a href="#">PHIL 425</a> | <a href="#">20<sup>th</sup> Century Continental Philosophy</a> | <a href="#">3</a> |
| <a href="#">PHIL 426</a> | <a href="#">Contemporary Analytic Philosophy</a>               | <a href="#">3</a> |
| PHIL 481                 | Selected Topics in Epistemology and Metaphysics                | 3                 |

**Political Philosophy: 3 credits**

| Course                | Title                                                                                 | Credits |
|-----------------------|---------------------------------------------------------------------------------------|---------|
| PHIL 371/<br>POSC 311 | Power, Knowledge, and Order: Early Western Political Thought                          | 3       |
| PHIL 372/<br>POSC 312 | Order, Liberty, and Equality: Western Political Thought from the 17th Century to 1900 | 3       |
| POSC 320              | Canadian Political Thought                                                            | 3       |

Applied Philosophy

**Three of the following: 9 credits**

| <b>Course</b>                           | <b>Title</b>                                                                     | <b>Credits</b> |
|-----------------------------------------|----------------------------------------------------------------------------------|----------------|
| PHIL 230                                | Philosophy of Law                                                                | 3              |
| PHIL 240                                | Faith and Reason: Philosophy of Religion                                         | 3              |
| PHIL 305                                | Philosophy of Decision Making and Dispute Resolution                             | 3              |
| PHIL 310                                | Ethics and Public Policy                                                         | 3              |
| <del>PHIL 412</del> <del>PHIL 312</del> | <del>Occupational Ethics</del> <u>Corporations, Globalization, and Ethics</u>    | 3              |
| PHIL 318                                | Environmental Ethics                                                             | 3              |
| PHIL 323                                | Philosophical Issues in the Social Sciences: Values, Objectivity, and Neutrality | 3              |
| PHIL 360                                | Special Topics: Contemporary Issues for Philosophical Analysis                   | 3              |
| PHIL 362                                | Philosophy of Education                                                          | 3              |
| PHIL 364                                | Philosophy and Children                                                          | 3              |
| PHIL 367                                | Philosophy for Counsellors                                                       | 3              |
| PHIL 370                                | Practical Studies in Applied Ethics and Politics                                 | 3              |

**Other electives**

| <b>Course</b>       | <b>Title</b>                                            | <b>Credits</b> |
|---------------------|---------------------------------------------------------|----------------|
| <del>PHIL 353</del> | <del>Philosophies of India</del>                        | <del>3</del>   |
| <del>PHIL 482</del> | <del>Selected Topics in the History of Philosophy</del> | <del>3</del>   |

# MEMO



**To:** CWC, CACC, CAC, UEC, Senate  
**From:** Anastasia Anderson, Department Head  
**Date:** January 29, 2015  
**Re:** Philosophy Minor Changes

**Summary of Changes:**

Rewording of upper-level requirements.

**Rationale: Changes are to make the wording of the requirements more consistent with the wording of the requirements for the extended minor.**

Philosophy minor

This section specifies the minor discipline requirements only. Information on additional Bachelor of Arts requirements begins in [this section](#) and includes the requirements for [declaring](#) a minor. Please check the Bachelor of Arts [residency](#) section of the calendar for how many upper-level credits must be completed at UFV in order to graduate with this program.

Lower-level requirements: 12 credits

**Two of the following:**

| Course   | Title                 | Credits |
|----------|-----------------------|---------|
| PHIL 100 | Reasoning             | 3       |
| PHIL 110 | Morality and Politics | 3       |
| PHIL 120 | Knowledge and Reality | 3       |

**Two of the following:**

| Course    | Title                                             | Credits |
|-----------|---------------------------------------------------|---------|
| PHIL 210  | Contemporary Issues in Morality and Politics      | 3       |
| PHIL 220  | Issues in Metaphysics and Epistemology            | 3       |
| PHIL 230  | Philosophy of Law                                 | 3       |
| PHIL 240  | Faith and Reason: Philosophy of Religion          | 3       |
| PHIL 250  | History of Western Philosophy: Ancient Philosophy | 3       |
| PHIL 251A | Rationalism and Early Modern Philosophy           | 3       |
| PHIL 251B | Empiricism and Early Modern Philosophy            | 3       |
| PHIL 252  | History of Continental Philosophy                 | 3       |

Upper-level requirements: 15 credits

15 upper-level credits in Philosophy.

**Five of the following:**

| <b>Course</b> | <b>Title</b>                                                                     | <b>Credits</b> |
|---------------|----------------------------------------------------------------------------------|----------------|
| PHIL 300      | Symbolic Logic in Context                                                        | 3              |
| PHIL 305      | Philosophy of Decision Making and Dispute Resolution                             | 3              |
| PHIL 310      | Ethics and Public Policy                                                         | 3              |
| PHIL 312      | Occupational Ethics                                                              | 3              |
| PHIL 315      | Contemporary Ethical Theory                                                      | 3              |
| PHIL 318      | Environmental Ethics                                                             | 3              |
| PHIL 322      | The Philosophy of Mind                                                           | 3              |
| PHIL 323      | Philosophical Issues in the Social Sciences: Values, Objectivity, and Neutrality | 3              |
| PHIL 325      | Contemporary Philosophy: The Problem of Truth                                    | 3              |
| PHIL 352      | History of Analytic Philosophy                                                   | 3              |
| PHIL 353      | Philosophies of India                                                            | 3              |
| PHIL 360      | Special Topics: Contemporary Issues for Philosophical Analysis                   | 3              |
| PHIL 362      | Philosophy of Education                                                          | 3              |
| PHIL 364      | Philosophy and Children                                                          | 3              |
| PHIL 367      | Philosophy for Counsellors                                                       | 3              |
| PHIL 370      | Practical Studies in Applied Ethics and Politics                                 | 3              |
| PHIL 480      | Selected Topics in Morality and Politics                                         | 3              |
| PHIL 481      | Selected Topics in Epistemology and Metaphysics                                  | 3              |
| PHIL 482      | Selected Topics in the History of Philosophy                                     | 3              |
| PHIL 483      | Selected Topics in Philosophy                                                    | 3              |
| PHIL 490      | Directed Studies in Ethical and Political Philosophy                             | 3              |
| PHIL 491      | Directed Studies in Philosophy                                                   | 3              |



Proposal for Program Discontinuance Template

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**Section I: Program Information**

**Program** (specify credential name, if different)  
Animations Arts Certificate

**Faculty or College**  
Faculty of Science

**Department or School** (or unit with administrative responsibility for the program)  
CIS Department

**Date of Submission**  
March 3, 2015

If the credential here presented for discontinuance is being replaced by a new credential, with no impact on the criteria listed in Section III, provide a brief explanation and omit Section III from your submission.

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**Section II: Consultation**

In addition to the CIS courses in this certificate, there are also courses taught by Visual Arts and Graphic Design. E-mail responses from the department heads of both those departments, March 2, 2015 indicate that discontinuance of the certificate will not adversely affect them.

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**Section III: Rationale**  
See attached

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**Section IV: Transition Plan** -- this is addressed in the "rationale" attachment

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**Application for Program Discontinuance: The (Media Arts) Animation Arts Certificate**

This is a note for the Dean and for the FSCC advising of the CIS department's disposition in respect of the Animation Arts Certificate. Motion approved by the CIS Department, December 2, 2014

*the CIS department recommends discontinuance of the Animation Arts Certificate*

Calendar Description

This certificate is designed for students who want to develop their skills in animation. The skills are useful for a variety of occupations, and could be used, for example, by students involved in web design, game production, graphic design, e-marketing and digital art.

*Entrance requirements*

This certificate is open to any student enrolled in a post-secondary program at UFV. New students who are not pursuing other programs at UFV should apply to Open Studies. Students will also be required to meet course prerequisites.

*Program requirements*

Students must complete the following courses, for a total of 22 credits:

| Course  | Title                                   | Credits |
|---------|-----------------------------------------|---------|
| CIS 162 | Introduction to Animation               | 3       |
| CIS 165 | 3D Animation                            | 4       |
| CIS 185 | Introduction to Programming Using Media | 3       |
| CIS 262 | Web-Based Computer Game Development     | 3       |
| GD 157  | Digital Design Media I                  | 3       |
| VA 117  | Introductions to Animation Drawing      | 3       |
| VA 180  | Digital Photography I                   | 3       |

*Residency*

At least six credits for the program must be taken at UFV.

*Graduation requirements*

A cumulative GPA of 2.0 in all courses applicable to the certificate is required for graduation.

Status of the Program

This program has since inception been tightly integrated with Robert Bateman Secondary School in Abbotsford. The Abbotsford School district describes the program as follows:

"Students enrolled in the Animation Arts certificate program will be required to spend one semester at Robert Bateman Secondary School in grade 11 and one semester at the University of the Fraser Valley's King Road Campus in Abbotsford in grade 12."

Though contrary to the calendar description, in practice the program has not been available to UFV students and the only admissions to the program have been a select number of five Robert Bateman secondary students. It is, in fact a program promulgated and with admissions by the Abbotsford School District. The CIS program has no faculty capacity for instruction in the animation, and gaming fields and, for most courses, have either recognized the high school teacher and course equivalent or hired sessional experts.

For the 2014-15 academic year, the CIS department approved a one year extension of the program, with the offering of five reserve seats to Bateman students in two courses, CIS 262, Web-based Computer Games Development and COMP



150, Introduction to Programming (a substitute for CIS 185). In the resource tight funding environment of the CIS program, the offering of courses to support this Certificate diverts funding from offering additional sections of core courses in the CIS program.

The Animation Arts Certificate program runs annually and its discontinuance would not affect students currently in progress.

Rationale for Program Discontinuance

***Demand, including student demand, market demand (employment), institutional and community demand.*** The program consists of 21 credits of lower level credits of CIS, COMP, and visual arts courses, restricted to five students annually in transition from high school to university. The goal of this Certificate program is not clear. If it is one to encourage student transitions, it is so restrictive in student numbers as to be inconsequential. If it is for elite students, the Certificate would be unlikely a terminal credential for the candidate students.

***Capacity, determined by a broad assessment of program inputs (including faculty/ staff, curriculum, students, capital equipment and facility infrastructure).*** As noted above, the field of animation arts is not a focus of the CIS program.

***Program Output, including graduation, quality and performance in terms of both key performance indicators and a summative assessment of the program's contribution to the strategic directions of the university.*** The program as it has evolved is not a program available to students other than those attending Bateman Secondary School, with limited admission of 5 students per year. It is a strong example of a collaborative transitions project with the School District but likely inconsequential as the academically strong Bateman students would likely attend programs at UFV in any event.

***Financial Impact/Viability, including a full accounting of both direct and indirect program revenue contributions and costs.*** The direct costs and revenues associated with this program are small. The School District pays the student tuition and the cost to the CIS department has been reduced to the offering of one course on campus, CIS 262. This course is open to UFV students as well and enrolment has typically been sufficient to cover the costs.

***Reputational Considerations for the University.*** The Animation Arts Certificate has not been open to UFV students, and there is no capacity for the CIS program to expand into this field in the foreseeable future. Eligibility for the Certificate is in practice limited to a few Bateman students. A narrowing of the CIS programming focus will enable the department to better meet the challenges of a reduced time to graduation for all program students.



Proposal for Program Discontinuance Template

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**Section I: Program Information**

**Program** (specify credential name, if different)  
CISCO Networking and Network Security Certificate

**Faculty or College**  
Faculty of Science

**Department or School** (or unit with administrative responsibility for the program)  
CIS Department

**Date of Submission**  
March 3, 2015

If the credential here presented for discontinuance is being replaced by a new credential, with no impact on the criteria listed in Section III, provide a brief explanation and omit Section III from your submission.

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**Section II: Consultation**

Consultation not necessary as all courses are from the CIS Department

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**Section III: Rationale**  
See attached

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**Section IV: Transition Plan** -- this is addressed in the "rationale" attachment

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## Rationale for Program Discontinuance: CISCO Networking and Network Security Certificate

### Summary

At its March, 2013 department meeting, the CIS department passed a motion to discontinue the CISCO Networking and Network Security Certificate from its offering of credentials. At the December 2, 2014 CIS Department Retreat, confirmed agreement of this motion.

Over the past seven years since inception, student interest in this credential has never materialized and the required courses have only selectively run. A total of three students have acquired this Certificate and none as a stand-alone credential. The recent program review has pointed to the need to consolidate CIS concentrations and when implemented, several of the courses integral to this Certificate will no longer be available. This Certificate program has not succeeded in attracting student interest, is not integral to the CIS program and does not contribute to the significantly to the strategic directions of the university.

### Background

The 2014 Calendar Description reads as follows. The preface note has been entered over repeated years that the program is not available:

"Note: This program is not available in 2013/14.

The certificate in CISCO Networking and Network Security provides students with a solid, broad background in computer networking and network security using the CISCO curriculum. The program will prepare students for the CCNA Certification exam and partially for the CCNP, NS, and FWL exams which can be written through Cisco Systems (external to UFV). Please note that not all courses can be offered on a regular basis."

### What is CISCO and why this program?

Cisco Systems, Inc. is a dominant American based producer and supplier of computer networking technologies. Its dominance in the market is, like many firms in the IT sector, the result of its highly successful industry training modules and certifications, which have become recognized credentials in the employment market in the IT sector. The CISCO Networking Academy provides successful students with a recognized competency at various levels ("entry", "associate", "professional", "expert", and "architect"). "CCNA" refers to a *Cisco Certified Networking Associate*, with certain routing and switching competencies at the "associate" level. In typical practice for the IT sector, for curriculum use in schools (including UFV), CISCO has enable the acquisition of lab equipment at deeply discounted prices.

### What is the value proposition for students with this program?

The UFV CISCO Networking and Network Security Certificate does not designate CCNA certification, for that is only administered by the *CISCO Networking Academy*. The industry recognized training competency in this field is that of CISCO, not UFV. Students might rightly ask, given that the coursework leading up to the CCNA exams is all available online, why take this certificate program? Not surprisingly, there has been no interest in this as a standalone certificate since it was implemented. It was conceived at the time that there would be of value for students to be recognized for their *preparation* for the CCNA certification. Many students do value the networking courses in the degree and diploma curriculum, and evidently, it is the diploma or degree which is the relevant program and credential that students are seeking. The UFV CISCO networking certificate only certifies the *preparation* for students to take the industry designated, CCNA credential exams. For CIS diploma and degree students, the UFV CISCO Certificate is of no added value, as CCNA certification must still be acquired. (CCNA Certification is independently available online through the CISCO Academy, which utilizes certified testing centers for exams.)

What was the value proposition to the program of this Certificate offering?

When launched in 2007 this Certificate was targeted to attract new students interested in the specific network training afforded by the courses in the program. The CIS program had significant excess capacity at the time, still suffering from the "dot-com" meltdown. The idea was that this offering could attract new students thereby augmenting existing program enrolment in the existing diploma and degree program. It is unclear whether this strategy succeeded or failed. The student interest in the program has slowly grown and networking remains a stable and significant component of overall student interest. It is clear though, that for diploma and degree graduates, the CISCO Networking and Network Security Certificate is unnecessary.

Rationale for Program Discontinuance

**Demand, including student demand, market demand (employment), institutional and community demand.** Student demand never materialized for this program. For students seeking the CCNA industry certification, there is an alternative path to take the courses directly from the CISCO Academy.

**Capacity, determined by a broad assessment of program inputs (including faculty/ staff, curriculum, students, capital equipment and facility infrastructure).** The CIS program is currently facing the combined pressures of significant growth in student demand for the degree and diploma, along with a flat budget and recent program review recommendations calling for the elimination of the networking concentration. (A consolidation is in progress of the networking courses that are integral to this Certificate.) There is a minor incidental impact of this elimination to capital and infrastructure costs overall. While maintaining and upgrading the specialized CISCO networking equipment entails a significant cost each year, not all this cost is eliminated with the elimination of this certificate, as some networking lab courses will remain a core element of the BCIS program, with attendant equipment needs.

**Program Output, including graduation, quality and performance in terms of both key performance indicators and a summative assessment of the program's contribution to the strategic directions of the university.** As noted above, this Certificate has not attracted the interest of students. Perhaps this Certificate is viewed as superfluous, as it is not an industry recognized credential per se, indicating only that holders have achieved the preparation to then seek the industry CCNA credential. The preparation promised with the Certificate is also openly available online to students directly through the CISCO Academy.

**Financial Impact/Viability, including a full accounting of both direct and indirect program revenue contributions and costs.** There are no students in progress with this as a stand-alone credential so there are no direct costs associated with the discontinuance of this Certificate.

**Reputational Considerations for the University.** For several years now there has been a calendar entry that the program is not available. As it is, the calendar copy implies that there is some temporary circumstance why the Certificate is unavailable. The Certificate will not be offered in the foreseeable future at UFV and so should be deleted from the calendar.



## Proposal for Program Discontinuance Template

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### **Section I: Program Information**

**Program** (specify credential name, if different)

Web Design and Animation Option – CIS Certificate

**Faculty or College**

Faculty of Science

**Department or School** (or unit with administrative responsibility for the program)

CIS Department

**Date of Submission**

March 3, 2015

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### **Section II: Consultation**

The follow also appears in the attached “rationale” document.

The Program Advisor explained in a note,

"The idea of scrapping the WDA option has been considered with a move to look at a higher-level Web Design/Development piece added to the upper-levels as either a concentration or courses. The WDA option is becoming more redundant with the Animation Arts certificate, the incoming Media Arts degree, and the newly resurrected Graphic Design and Digital Media program. ...[The Visual Arts Department noted that] the revised WDA program that was done in 2011 was done without consulting with VA and half the courses were no longer offered. They were quite forceful that this program needed to be revised asap or removed as it was not workable in its current form."

"The other thing that needs to be addressed as well is that any VA/GD courses now only have a class max of 17 so our WDA students do not get reserves and have to compete for any remaining seats once the BFA, Visual Arts Diploma, and Graphic Design diploma, VA and GD minor and extended minor students have had a chance to register. It can be nothing short of impossible."

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### **Section III: Rationale**

See attached

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**Section IV: Transition Plan** -- this is addressed in the “rationale” attachment

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**Rationale for Program Discontinuance: Web Design and Animation Option for the Computer Information Systems Certificate**

This is a note for the Dean and for the FSCC advising of the CIS department's disposition in respect of the Web Design and Animation Option for the Computer Information Systems Certificate. Motion passed by the CIS Department, December 2, 2014:

*to discontinue the Computer Information Systems Certificate, Web Design and Animation Option as a credential option in the CIS program.*

Calendar Description

This program is offered jointly by UFV's CIS, Visual Arts, and Communication departments. This offering will be of interest to students wanting to learn the basics of web publishing and who might be interested in augmenting their main degree with these skills. Graduates of this certificate program will possess the graphical design skills that will make them a productive team member on web development projects including e-commerce websites. Graduates can ladder into UFV CIS diploma courses or a UFV BFA degree and open up possible additional career opportunities.

This option provides students with a solid, broad-based background covering many aspects of Web Design and Computer Animation. Students in this option will take the core courses required for all Web Design and Animation students, with additional CIS/Comp and other courses to reflect both their own interests, and the current demands of employers. Graduates of this option will work in a wide variety of positions within many types of web design and IT companies.

*Program outline*

One of the following courses:

| Course  | Title                         | Credits |
|---------|-------------------------------|---------|
| CIS 145 | Web Publishing                | 3       |
| CIS 146 | Web Publishing – Intermediate | 3       |

One of the following courses:

| Course  | Title                                   | Credits |
|---------|-----------------------------------------|---------|
| CIS 160 | Introductory Web Graphics and Animation | 3       |
| CIS 162 | Introduction to Animation               | 3       |

Two appropriate CIS/COMP courses related to web design and animation:

| Course      | Title                                   | Credits |
|-------------|-----------------------------------------|---------|
| CIS 145     | Web Publishing                          | 3       |
| CIS 146     | Web Publishing – Intermediate           | 3       |
| CIS 160     | Introductory Web Graphics and Animation | 3       |
| CIS 162     | Introduction to Animation               | 3       |
| CIS 165     | 3D Animation                            | 4       |
| CIS 185     | Introduction to Programming Using Media | 4       |
| or COMP 150 | Introduction to Programming             |         |
| or CIS 180  | Introduction to Visual Programming      |         |
| CIS 245     | Intermediate Web Programming            | 4       |
| CIS 262     | Web-Based Computer Game Development     | 3       |

Note: Other courses related to web design and animation may be considered on an individual basis. These must be approved in advance by the CIS department head.

One of the following courses:

| Course   | Title                                       | Credits |
|----------|---------------------------------------------|---------|
| CMNS 175 | Writing for the Internet                    | 3       |
| CMNS 375 | Understanding Design for Print Publications | 3       |
| CMNS 125 | Introduction to Workplace Communication     | 3       |

Four appropriate VA/GD/CMNS courses related to web design and animation:

| Course   | Title                                               | Credits |
|----------|-----------------------------------------------------|---------|
| VA 180   | Digital Photography I                               | 3       |
| VA 117   | Intro to Animation Drawing                          | 3       |
| VA 160   | Introduction To Video Production                    | 3       |
| GD 157   | Digital Design Media I                              | 3       |
| GD 158   | Designing with Adobe Photoshop (previously offered) | 2       |
| GD 161   | Graphic and Digital Design I                        | 3       |
| GD 201   | Interactive Design I                                | 3       |
| GD 215   | Graphic Design (previously offered)                 | 3       |
| GD 216   | Drawing and Illustration II                         | 3       |
| GD 231   | Dynamic Media II: Animation and Character Modeling  | 3       |
| GD 358   | Interactive Design for Portfolio (formerly GD 258)  | 3       |
| CMNS 375 | Understanding Design for Print Publications         | 3       |

Note: Other courses related to web design and animation may be considered on an individual basis. These must be approved in advance by the CIS department head.

Mandatory portfolio course:

| Course  | Title                        | Credits |
|---------|------------------------------|---------|
| CIS 141 | Web Design Portfolio Project | 3       |

Status of the Program

This program was developed in 2007/08, at a time of both low student interest in IT and before the web became a dominant media in commerce and advertising. The initiative was inspired to integrate both a digital capacity in Visual Arts and design and communication skills into the IT field. Given the nature of the courses (listed above) it was also seen to be a program that would recruit new students into CIS. The program met with initial interest, which quickly faded. One might speculate that the web turned out to be of such comprehensive impact in all areas of design, animation and IT, that the Certificate program, lost relevancy giving way to more comprehensive programs in the field. UFV launched a new Graphic and Digital Design program (based at the Mission Campus) and CIS students, now back in growing numbers, are focused on the web in other areas of information technology and systems.

The CIS Program Advisor reports that there have been no Web Design and Animation students graduate since 2013 nor ask for the CIS 141 Portfolio course which the CIS department must run as a DS/IS if a student needs it. Since implementation in 2007/08, there have been only 19 certificates with this option conferred:

2008 – 6 (5 of these students were from the CTC high school program that we ran at CTC/Abbotsford Collegiate)  
2009– 3 (1 student from CTC program)  
2010 – 1  
2011– 1  
2012 – 1  
2013 – 7 (2 students took the program concurrently with the BCIS degree)

In view of this evident performance, at its March, 2013 department meeting, the CIS department passed a motion to suspend the offering of Web Design and Animation certificate option and carry out a review. Comments were noted at the time in the departmental minutes about the program option:

*"Very out of date as it lists a number of GD courses that have all moved to Mission. Our students won't be able to get in. VA 117 is being discontinued. The certificate needs to be restructured. It is popular with international students.  
--We should not offer it for a year and indicate in the calendar that it is under review.  
This gives us time to review or omit it."*

The Program Advisor explained in a note,

"The idea of scrapping the WDA option has been considered with a move to look at a higher-level Web Design/Development piece added to the upper-levels as either a concentration or courses. The WDA option is becoming more redundant with the Animation Arts certificate, the incoming Media Arts degree, and the newly resurrected Graphic Design and Digital Media program. ...[The Visual Arts Department noted that] the revised WDA program that was done in 2011 was done without consulting with VA and half the courses were no longer offered. They were quite forceful that this program needed to be revised asap or removed as it was not workable in its current form."

"The other thing that needs to be addressed as well is that any VA/GD courses now only have a class max of 17 so our WDA students do not get reserves and have to compete for any remaining seats once the BFA, Visual Arts Diploma, and Graphic Design diploma, VA and GD minor and extended minor students have had a chance to register. It can be nothing short of impossible."

At the following Sept, 2013 meeting, the CIS Department moved to delay the closure of this Certificate in anticipation of a formal review of the place of Web Design and Animation in the CIS program, and of the capacity of the Department . (At the time it was understood that a faculty sabbatical report would be forthcoming, but this has not been produced).

Since it was conceived, the field of web design and animation has developed well beyond that anticipated by the CIS certificate program. The domain of educational development in this field at UFV, and the best value proposition for our students is with the programs of Graphic and Digital Design and Visual Arts and not within the CIS department.

At the same time, the CIS program review was underway. In the external review report, Recommendation #1 (of 71) was:

*Recommendation 1: That the Department webmaster (see Recommendation 53) works with Marketing and Communications to clarify the status of the Web Design Certificate Program on the Department website and in the online calendar.*

Discontinuance will provide the clarity recommended in the program review.



Rationale for Program Discontinuance

**Demand, including student demand, market demand (employment), institutional and community demand.** Student demand for this certificate is evident from the number of graduates. There are no students that the Program Advisor is aware of now intending to take this Certificate. The field of web design and animation has become significantly more sophisticated since this certificate was launched and equally, so too has the specialization required of graduates entering the field. Other programs at UFV now better serve the needs of students in this field.

**Capacity, determined by a broad assessment of program inputs (including faculty/ staff, curriculum, students, capital equipment and facility infrastructure).** Aside from programming, specialized expertise has not developed within the CIS program in the field of web design and animation. Sessional instructors are routinely relied upon for many of the constituent CIS courses of this program. Given the departmental discussions noted above, ongoing resource constraints and the pressing need to meet expanding student demand for the diploma and degree, existing faculty and infrastructure are fully deployed in the core fields of Information Technology, Information Systems and Computing Science.

**Financial Impact/Viability, including a full accounting of both direct and indirect program revenue contributions and costs.** Discontinuance of the web design and animation certificate is not proposed as a cost saving measure as the direct costs are minor in the absence of student demand. The issue is a lack of resources given existing priorities. There an opportunity cost in the allocation resources to one particular program specific course in the alternative course not offered.

**Reputational considerations for the University.** Discontinuance of this Certificate is consistent with the values set out in the University Strategic Directions, and reflects our institutional programming capacity. The CIS department does not have the resources to meet the goals set for this Certificate program, nor does it possess the capacity to restore it in the foreseeable future. The consequence of a narrowing of course options will be positive for CIS program students, as more resources can be directed to core needs and increased frequency of core offerings, thus ultimately enabling a reduction in the time to graduation for many students.



Proposal for Program Discontinuance Template

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**Section I: Program Information**

**Program** (specify credential name, if different)  
Professional Computer Proficiency Certificate

**Faculty or College**  
Faculty of Science

**Department or School** (or unit with administrative responsibility for the program)  
CIS Department

**Date of Submission**  
March 3, 2015

If the credential here presented for discontinuance is being replaced by a new credential, with no impact on the criteria listed in Section III, provide a brief explanation and omit Section III from your submission.

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**Section II: Consultation**

Consultation not necessary as all courses are from the CIS Department

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**Section III: Rationale**  
See attached

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**Section IV: Transition Plan** -- this is addressed in the "rationale" attachment

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**Rationale for Program Discontinuance: Professional Computer Proficiency Certificate**

This is a note for the Dean and for the FSCC advising of the CIS department's disposition in respect of the Professional Computer Proficiency Certificate. Motion approved December 2, 2014 by the CIS department:

*to discontinue the Professional Computer Proficiency Certificate*

Calendar description

The Professional Computer Proficiency certificate is designed for students in programs or in the workplace who require a good working knowledge of computers and computer applications. The 9 to 10 credit certificate focuses on a skill set that is most useful in the business world, to an advanced level. The certificate can include software applications, networking, hardware, or web publishing.

*Program requirements*

The certificate can be completed in a minimum of one semester and a maximum of three semesters and consists of 9 to 10 credits. Students must complete the three courses within three years; otherwise, they may need to repeat a course, as technology changes constantly.

*Program outline*

| Course               | Title                                        | Credits     |
|----------------------|----------------------------------------------|-------------|
| <b>Any three of:</b> |                                              |             |
| CIS 100              | Introduction to Computer Information Systems | 3           |
| CIS 110              | Computerized Business Applications and MIS   | 3           |
| CIS 124              | Introduction to Wireless Networks            | 3           |
| CIS 145              | Web Publishing                               | 3           |
| CIS 146              | Web Publishing - Intermediate                | 3           |
| CIS 190              | Systems Hardware Concepts                    | 3           |
| CIS 192              | Introduction to Networking                   | 4           |
|                      | <b>Total credits:</b>                        | <b>9-10</b> |

*Residency*

All credits required for the certificate must be completed at UFV.

*Graduation requirement*

This is a completion certificate. Any student who completes the three certificate courses with a GPA of 2.0 or higher, with a minimum grade of C in any individual course, will be eligible for the certificate.

Status of the Program

A few students have graduate with this Certificate in recent years, often as an add-on to other certificates, diplomas and/or degrees.

What the external reviewers said (Program review report, page 7)

*Recommendation 2: "That the Department deletes the Professional Computer Proficiency Certificate."*

"The UFV calendar defines a certificate [UFVGL05] as 10 to 12 courses, but the Professional Computer Proficiency Certificate (PCPC) contains only three courses. We have two concerns with this:

- The existence of such a certificate has the potential to dilute the reputation of other certificates at UFV. For example, one can easily imagine a potential employer, familiar with the content of this certificate, assuming that all UFV certificates are of roughly the same size.
- There is potential for confusion of this certificate with the more thorough CIS certificate. The PCPC title certainly does not indicate that it includes significantly less content than the CIS certificate.

As computer competency is assumed for most in today's work environment, we question the need for the PCPC. If a student completes several lower-level courses in CIS at UFV without completing all of the requirements of the CIS certificate, it seems reasonable that this student could easily list those courses on a résumé."

### Comments from UEC Screening Subcommittee:

#### General:

- Are there any transition plans for students who might currently be in the process of completing these certificates?

#### Animation Arts certificate:

- The proposal indicates that the Visual Arts and Graphic and Digital Design department heads have been consulted; their responses should be included with the proposal when it goes to UEC.

#### Professional Computer Proficiency certificate:

- The proposal indicates that consultation is not necessary, as all courses are from the CIS department. However, the Screening Subcommittee was made aware that students in other disciplines (BA students, for example) have shown an interest in this certificate as an add-on to their credential, and that several students may currently be in the process of completing this certificate. Additional consultation may be required before this certificate is discontinued.
- The concerns of the external reviewers seemed to be primarily concerned with confusion between this short certificate and longer certificates offered by UFV, but they may not have been aware that UFV offers a number of similar "Type B" certificates. Additionally, the UEC Short Programs Subcommittee has been working on a proposal for short programs terminology that may alleviate this concern.

### Response from department:

The Prof Comp certificate is not a "program", but only stands as an exit credential, students take the coursework while in another program and graduate with the certificate once courses are completed. It runs the same way as the Professional Communications Essentials certificate.

We have 2 students who have applied to graduate from the program for this year, one student who applied for the credential as an add-on to his BCIS degree graduation and one student is from KPE studies. Previous grads from this cert were very few and either were taking it as an add-on and extra graduation credential from their BCIS degree or were in another program.

In 2014, we had 8 grads, and 7/8 were also graduating from the BCIS, the other one was in the BSc. In 2013, we had 2 grads, one from LIBT and one from the BA.

The Animation Arts cert also works this way as it is an exit credential only and students apply to either Arts or Science studies (see Entrance Reqs) [http://www.ufv.ca/calendar/current/ProgramsM-P/MEDIA\\_ANIM\\_CERT.htm](http://www.ufv.ca/calendar/current/ProgramsM-P/MEDIA_ANIM_CERT.htm), and the only students we have ever had take and have graduated from the program were from the Robert Bateman cohort. The other thing to note is that not all of the courses as shown in the calendar listing are offered anymore or run regularly, so the RB cohort had course exceptions in place for them to finish the program. So this also means that it is easy to figure out that there are no other students pursuing it as CIS 185, GD 157, or VA 117 have not run for some time.

Web Design and Animation is an option in the CIS certificate, so students take the courses towards it and are not coded in the system as being in the WDA program. The main reason I know if they are in the WDA stream is if they come in for advising for course planning or to try and get into any of the VA or GD courses (which can be difficult) or if they ask to have the CIS 141 Portfolio course run as a directed study section. I have not had a student ask in over 2 years for the course, and the last grad we had for the program was in 2013.

So, the final group of Animation students are graduating this year as the department is no longer offering the cohort, there are no students currently identified in the WDA, and although there may be students completing the Prof Comp certificate, they would be completing within the timeframe before the cert was terminated (if it takes another semester or two through UEC).



## **UEC POLICY SUBCOMMITTEE**

The UEC Policy Subcommittee is a subcommittee of the Undergraduate Education Committee.

### **PURPOSE**

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The purpose of the subcommittee is to suggest new policies or revisions to policies that fall under Items 2 and 4 of the UEC Terms of Reference:

2. Advise Senate on policies, procedures, and criteria for the admission, evaluation, withdrawal, and promotion of undergraduate students.
4. Advise Senate on policies and procedures for review and approval of new and existing courses, programs, or curricular changes.

### **TERMS OF REFERENCE**

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1. Review Senate Governance Committee requests for policy reviews.
2. Consult with relevant stakeholders where necessary to draft policy revisions.
3. Bring policy drafts to UEC for discussion, approval, or recommendation to Senate.
4. Identify policies in need of revision and propose policy reviews when appropriate.
5. Initiate policy reviews when directed by UEC to do so.

### **COMPOSITION**

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#### **Membership**

- One UEC Chair
- Registrar (or designate)
- Two UEC Faculty members\*
- One UEC Advisor\*
- One IR representative
- One Dean
- One UEC at large member\*

\* Two-year term, renewable.

As needed, the committee will consult specific areas (International Education, Graduate Studies Committee, Continuing Education, specific disciplinary or Faculty areas not otherwise included in the committee, etc.)



## MEMO

To: UFV Community  
From: Elaine Harris, University Secretariat  
Date: 15/05/2015  
Re: Revisions to Admission to Undergraduate Programs policy (80), with deletion of Change in Admission Requirements (87), Re-admission (91), and Program Waiting Lists (89)

---

The Admission to Undergraduate Programs policy, retitled **Admission**, is being submitted for revision. Three related policies, Change in Admission Requirements, Readmission, and Program Waiting Lists are being deleted, and graduate studies added, to create a single policy on admission.

The main principles of these policies are unchanged, but procedures have been deleted, and some additional sections have been added. Changes are as follows:

- a. A minimum university entrance requirement is proposed. This is in place at many institutions and provides a baseline that can be published. The proposed requirements are similar to program paths/General Studies, with the option of nine post-secondary credits added because several UFV programs admit on that basis. Almost all UFV programs already require one or more of these options so the impact would be minimal to existing programs.
- b. A clause was added that UFV Senate may establish university minimum entrance requirements for certain program types. This will provide an avenue if there is ever a desire for more consistent academic standards for UFV degrees or other program types .
- c. Re-admission will be required if the student does not return within one year (rather than two years) – see the *Readmission calendar copy*. This is consistent with other universities, will give departments more accurate information on students in a program, and will make registration more efficient, as OReg will not be scheduling registration for thousands of students who have not attended for over a year. Note: The regulations will be published in the calendar rather than in the policy, as they are more procedure than principle.
- d. For special admission to specific programs, a requirement for support from the head was added. The option for a dean or department head to waive academic requirements was removed so there is a single and consistent approach (special admission) to approve exceptions.
- e. A clause has been added to allow UFV to refuse to admit a student when there is a serious danger to the UFV community or to deny or rescind admission when required information is falsified or withheld. Similar clauses were found at U. Alberta and U. Saskatchewan.
- f. An appeal process was established.

The draft policy, sample Readmission calendar copy, and the current policies are attached. Your feedback on the policy draft and the change to the readmission requirements would be greatly appreciated. Please send your comments to [elaine.harris@ufv.ca](mailto:elaine.harris@ufv.ca).



NUMBER 80  
 APPROVAL DATE 12-01-1994  
 LAST AMENDMENT 11-13-2009  
 LAST REVIEWED  
 NEXT REVIEW DATE 11-2014

**ADMISSION**

|                                       |                                                                                                                                         |
|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| <b>Approval Authority</b>             | Senate                                                                                                                                  |
| <b>Responsible Executive</b>          | Provost and Vice-President, Academic                                                                                                    |
| <b>Related Policies / Legislation</b> | <i>University Act</i> , s 35.2(5)(d)<br>English Language Proficiency Requirement (99)<br>Undergraduate Course and Program Approval (21) |

**PURPOSE**

This policy is to establish principles and regulations for admission to the University of the Fraser Valley (UFV).

**SCOPE**

This policy applies to all programs offered by UFV, excluding continuing education non-credit programs.

**DEFINITIONS**

In this policy, the following definitions apply:

**Admission requirements:** The minimum qualifications required for entrance to a program.

**Competitive admission:** Applicants are ranked according to program selection criteria and offered seats in order of their ranking.

**First come, first admitted admission:** Qualified applicants are admitted in order of the date a complete application is received.

**Graduate level:** Post-secondary education beyond the bachelor degree level.

**Preparatory level:** Education that is developmental or preparatory to post-secondary.

**Qualified applicant:** An applicant that has provided evidence that they have met the minimum entrance requirements for a program as stated in the UFV academic calendar.

**Undergraduate level:** Post-secondary education that is considered university or college level, up to and including the bachelor degree.

**POLICY**

Admission requirements and processes at the University of the Fraser Valley shall be established to promote the likelihood of student success, to allow UFV to admit well-qualified students, and to provide a fair, consistent, and transparent selection of applicants. Admission requirements for programs shall be



based on the minimum levels of preparation needed for a student to have a reasonable chance to succeed.

UFV programs may admit qualified applicants either on a first come, first admitted or competitive basis.

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## **REGULATIONS**

### **UFV admission requirements**

The following are the minimum requirements for admission to UFV:

- a. All applicants must meet one of the following:
  - o BC high school graduation or equivalent; or
  - o completion of a minimum of 9 UFV or transferrable post-secondary credits, with a minimum 2.0 GPA (C average) based on all credits attempted; or
  - o a minimum of 19 years of age by the start of the first class; or
  - o for admission into Adult Basic Education only, a minimum of 17 years of age and out of high school for at least one year by the start of the first class.
- b. All applicants for post-secondary programs must meet the English language requirement as per English Language Proficiency Requirement policy. Applicants for preparatory programs will be assessed to determine appropriate placement in courses in the program.

High school students may, however, be given the opportunity to register concurrently at UFV without meeting the above requirements under certain conditions and limitations specified in the UFV calendar.

The UFV Senate may establish additional minimum entrance requirements for certain program types, such as for bachelor degrees or post-degree credentials.

Graduate level programs have higher minimum admissions requirements, as approved by UFV Senate. The minimum requirements for graduate studies will be published in the UFV calendar.

### **Program admission requirements**

Program admission requirements are established in accordance with the Undergraduate and Graduate Course and Program Approval policies and are published in the UFV calendar. Admission requirements for individual programs may exceed or be more restrictive than the UFV minimum requirements but may not be lower.

Admission criteria apply to all applicants, however, there may be different criteria and quotas for applicants with different educational levels (e.g. students with only high school, students with previous post-secondary, mature students).

Changes to admission requirements for existing programs and implementation dates are approved through the Undergraduate and/or Graduate Course and Program Approval processes. Admission requirements that broaden access may take place as early as is feasible. Requirements that are more restrictive must be published in the UFV academic calendar at least twelve months prior to the start of the semester, unless they are necessary to maintain the program's accreditation.

### **Admission process**

The basis of admission determines the order applicants are considered for seats in a program. The basis of admission is established when the program is approved and may be one of the following:

- a. Competitive admission

The selection criteria shall be established during the program approval process and published in the

calendar. The department shall make available to applicants the full details of the ranking system before applicants are ranked.

Qualified applicants who submit a complete application by the competitive application deadline will be ranked and offered seats in order of their ranking. If seats remain after the initial offers, departments may set a second deadline to consider late applications competitively using the same criteria or may admit qualified applicants on the basis of application date.

b. First come, first admitted admission

Qualified applicants are admitted in order of the date the application for admission, the application fee, the program application/questionnaire if required, and documentation of all entrance requirements have been received.

When programs keep an ongoing applicant list, UFV reserves the right to remove an applicant under conditions specified by the department, such as when an offer of admission is refused, when a candidate is unsuccessful in obtaining a seat in a competitive process, or when an applicant does not reconfirm their interest in the program upon request.

Regulations on when students must apply for re-admission will be published in the UFV calendar.

**Refusal of admission**

UFV reserves the right to admit applicants on a conditional basis or to refuse admission to an applicant who may constitute a danger or risk of danger to university students, employees or property, or to persons or property in the community. Such a decision will be made by the head of the unit responsible for the admission decision, in consultation with the Provost and VP Academic or designate. The decision is final.

Offers of admission may be denied or rescinded if any aspect of a student's application or submitted documentation is deemed to have been falsified or if required information was withheld.

**Exceptions to admission requirements**

a. Undergraduate and preparatory level.

An applicant who does not meet the stated admission requirements for a given program, or does not meet the minimum entrance requirements for the university, may request special admission. A rationale for special consideration is required.

The Undergraduate Education committee (UEC) has the authority to establish criteria and a committee to approve special admission requests for undergraduate and preparatory programs. The Office of the Registrar shall publicize procedures and requirements for special admission requests. The committee may request additional information or assessment in order to evaluate an individual request. The support of the head of the academic unit is required for admission to specific programs.

The decision of the committee is final.

b. Graduate level

An applicant for graduate studies who does not meet the minimum academic admission requirement may be considered for conditional admission. Such applicants should refer to the Graduate Studies section of the calendar and/or consult with the head of the department or school.

**Appeal of admission decisions**

Admission decisions may be appealed by a qualified applicant on the grounds that admission was denied due to procedural errors, evidence the assessment was not made according to the published admission requirements and selection criteria, or evidence the decision was based on wrong or incomplete information through no fault of the applicant. Failure by the applicant to provide complete and accurate information is not grounds for appeal.

For undergraduate and preparatory programs, the head (e.g. dean or the registrar) of the unit with authority for the decision, or their designate, shall establish a committee and process to review the case. Decisions on admissions appeals for graduate programs will be made by the Senate Graduate Studies Committee.

The decision of the committee is final.

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DRAFT

## Readmission, undergraduate

Sample wording for calendar

Undergraduate students are required to apply for readmission if they

- do not enroll in courses in the program and the semester to which they were admitted; or
- completely withdraw in their first semester in the program; or
- do not enroll in courses in the program for one year (12 months) or, if the program requires continuous registration, do not register in a semester; or
- are required to withdraw from their program or from the university.

Students who graduate normally must apply for admission to another program in order to continue at UFV. A graduate of an undergraduate academic program, however, may be permitted to register provided they return within one year (12 months) after their last semester. Such students would be considered unclassified, that is, not enrolled in a program, and should apply for another program as soon as possible.

### **Application for readmission**

Students must submit an application for admission for the program and intake they desire, preferably online using their *myUFV* log-in. There is a \$20 readmission fee for domestic students, \$150 for international students.

Applicants for readmission must meet the admission requirements for the program.

Students who wish to return to the same program also may be subject to program readmission requirements or restrictions. All the documentation required for admission to the program must be submitted, unless otherwise determined by the department head or director. Re-admission to the student's previous program is not guaranteed.



NUMBER **80**  
 APPROVAL DATE 12-01-1994  
 LAST AMENDMENT 11-13-2009  
 LAST REVIEWED 11-2014  
 NEXT REVIEW DATE MM-DD-YYYY

**ADMISSION TO UNDERGRADUATE PROGRAMS**

|                                       |                                          |
|---------------------------------------|------------------------------------------|
| <b>Approval Authority</b>             | Senate                                   |
| <b>Responsible Executive</b>          | Provost and Vice-President, Academic     |
| <b>Related Policies / Legislation</b> | Section 35.2(5)(d) of the University Act |

**DEFINITIONS**

**Minimum program criteria:** The minimum program criteria are intended to specify the minimum levels of preparation needed for a student to have a reasonable chance of success.

**Best-prepared:** The best-prepared students are those with the highest ranking on the weighted criteria used to predict student success in programs (e.g., GPA, grades in specific courses, work or volunteer experience).

**POLICY**

University of the Fraser Valley subscribes to an admission policy that promotes the likelihood of student success. Minimum admission requirements will be established for all programs offered by the University.

Undergraduate programs may admit applicants who meet minimum admission requirements, either on a first-come-first-admitted, or best prepared, basis.

**REGULATIONS**

General

1. Prospective students shall have the right to know, in advance of formal application, the criteria which will be used to determine admissibility to a specific program.
2. Admission requirements should be reliable predictors of success in the program.
3. For programs admitting on a best prepared basis, all applicants who apply by the published application deadline and meet minimum qualifications will be ranked and offered seats in order of best prepared. If seats remain after the initial ranking and offers, departments may consider late applications using the same criteria, and a second deadline set to admit qualified applicants on the basis of application date.
4. Program admission requirements and the basis for the admission decision will be established by the program head, including criteria for ranking applicants if a competitive model is used and must be approved by the UFV Senate, through the Undergraduate Education Committee (UEC).
5. Admission requirements will apply to all applicants. In exceptional cases, a program head (or dean

in the absence of a head) may waive the academic requirements for admission if the head determines that the applicant would have a reasonable chance of success in the program.

6. Any person who does not meet the stated admission requirements to a given program may petition the Registrar for special consideration by the Undergraduate Education Committee.

Procedure For Petition

1. The applicant will arrange to meet with a university educational advisor (in Student Services) to determine the grounds for the appeal and get assistance on the process.
  2. The applicant gathers the following documents and forwards them to the Registrar:
    - a) a completed application for special admission with the application fee
    - b) a brief statement outlining reasons for requesting special consideration
    - c) a letter of release from the local secondary school principal or district superintendent if the applicant is of high school age
    - d) high school and/or post-secondary transcripts
  3. The Registrar may request additional information to support the request, such as:
    - a) a recommendation on the request from an educational advisor
    - b) the opinion of the appropriate program head
    - c) an assessment of academic level, in which the applicant may be required to undertake testing, write provincial examinations, attend an interview, and/or write an essay
  4. The Registrar brings the applicant's submission forward to the next Undergraduate Education Committee meeting where a decision to accept or reject the application is made.
  5. Within ten (10) working days, the Registrar notifies the applicant in writing of the Committee's decision.
-



NUMBER 87  
 APPROVAL DATE 05-02-1989  
 LAST AMENDMENT 05-22-2008  
 LAST REVIEWED  
 NEXT REVIEW DATE 05-2013

**CHANGE IN ADMISSION REQUIREMENTS**

|                                       |                                      |
|---------------------------------------|--------------------------------------|
| <b>Approval Authority</b>             | Senate                               |
| <b>Responsible Executive</b>          | Provost and Vice President, Academic |
| <b>Related Policies / Legislation</b> |                                      |

**POLICY**

Changes in admission requirements that further restrict admission will not normally take place until students are given adequate warning of the change and have an opportunity to meet the new requirements. Changes that favour the student may take place immediately upon approval of the changes by Undergraduate Education Committee (UEC) or Graduate Studies Committee (GSC).

**REGULATIONS**

Ideally students will be informed at least an academic year before more restrictive requirements take effect.

1. Admission requirement changes are brought to UEC or GSC for approval.
2. Admission requirements that are more restrictive do not take place immediately (see point 3 for an exception). Changes that are announced in a calendar (either printed or electronic) before September of any year take effect in the September of the following year. Programs that do not begin classes in September must announce the changes at least twelve months prior to the first class.
3. Approved admission requirement changes are implemented as follows:
  - a) Admission requirement changes that are necessary to maintain the program's accreditation may take place immediately.
  - b) Admission requirement changes that broaden access to a program may take place as soon as practical.

or

  - c) All other admission requirement changes must be made available to students and in the UFV calendar at least twelve (12) months prior to the first class.



NUMBER 89  
 APPROVAL DATE 04-04-1989  
 LAST AMENDMENT 05-22-2008  
 LAST REVIEWED  
 NEXT REVIEW DATE 05-2013

**PROGRAM WAITING LISTS**

|                                       |                                      |
|---------------------------------------|--------------------------------------|
| <b>Approval Authority</b>             | Senate                               |
| <b>Responsible Executive</b>          | Provost and Vice-President, Academic |
| <b>Related Policies / Legislation</b> |                                      |

**POLICY**

It is the policy of University of the Fraser Valley to keep waiting lists for selected programs.

**REGULATIONS**

1. Waiting lists may be fixed or ongoing.
  - a) Fixed waiting lists are normally used for programs with a scheduled start and end date. A waiting list would normally be opened no more than six (6) months before a program begins. Once the program begins, the waiting list is destroyed.  
  
 Ongoing waiting lists are normally used for programs with an ongoing start date. An applicant would remain on the waiting list until registered in the program or the applicant asks to be removed. The University reserves the right to remove an applicant from the waiting list who refuses an offer to begin the program or who does not reconfirm an interest in the program after one year on the waiting list.
  - b) An ongoing waiting list may be maintained for programs with a scheduled start date. The conditions of the ongoing waiting lists then apply.
  - c) The decision to keep a fixed or ongoing type of waiting list will be made by the appropriate Dean or designate, or the Associate Vice-President, Research and Graduate Studies for graduate studies, and communicated to the Registrar.
  - d) If the type of waiting list is changed, a new waiting list should be begun no earlier than six (6) months before the program begins.
2. Names will be added to a waiting list according to the following criteria:
  - a) Applicants must meet the program admission requirements at the time of application, or may apply no more than six (6) months before the program begins if they can show proof of working to meet those requirements.
  - b) The position on the waiting list will be determined by the date of the formal application (such applications must be complete).





NUMBER **91**  
 APPROVAL DATE 03-07-1989  
 LAST AMENDMENT 05-22-2008  
 LAST REVIEWED 05-2013  
 NEXT REVIEW DATE MM-DD-YYYY

**RE-ADMISSION**

|                                       |                                      |
|---------------------------------------|--------------------------------------|
| <b>Approval Authority</b>             | Senate                               |
| <b>Responsible Executive</b>          | Provost and Vice-President, Academic |
| <b>Related Policies / Legislation</b> |                                      |

**POLICY**

Students who have been admitted to a program at the University of the Fraser Valley are required to apply for re-admission to the program under the following circumstances:

Undergraduate Studies

1. Failure to attend courses in the program for two (2) consecutive years or a shorter period if the program so specifies. (See note below.)
2. Failure to register in any University of the Fraser Valley credit courses or complete withdrawal from all courses in the first semester of attendance.

Graduate Studies

1. Failure to obtain approval from the Chair of the Graduate Program Committee for a leave, or failure to register as on leave.
2. Failure to register in every semester of a per semester fee program until all requirements for the degree have been met.
3. Failure to register in at least one of three consecutive semesters in a per credit fee program.

Program graduates who wish to pursue further studies after official completion of a program would, upon request, be permitted to continue in General Studies within the next two (2) consecutive years without submitting an application for re-admission. An application for admission would be required in order to pursue any program other than General Studies.

**Note:** Some programs require that students maintain continuous enrollment, limit absences to one or two semesters, or permit absences only with prior approval. Students who do not meet the attendance requirements set by the program will be required to apply for re-admission to the program. In this case, students who have attended University of the Fraser Valley within the last year would have the option of registering as a General Studies student without submitting an application form or paying an application fee.

**REGULATIONS**

In order to apply for re-admission, applicants are required to submit an application form and the applicable application fee. Official transcripts that have been previously submitted need not be included (although a photocopy should be provided), unless the student has attended a school or post-secondary institution since the original application to the program.

Generally, the procedure for re-admission to a program is the same as for initial information unless otherwise determined by the program or department head. Students seeking re-admission to programs with non-academic entrance requirements are advised to seek advice from the department as to whether or not any entrance requirements would be waived.

In situations where the attendance requirement for a particular program varies from this policy, the department is responsible for ensuring that students are made aware of the policy through the calendar and other university publications.

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CURRENT

### **UEC MEETING DATES 2016/16**

UEC meetings generally take place in week 4 of the UFV meeting schedule; the December 2015 and March 2016 meetings will take place in week 3, due to Christmas and Easter. Meetings take place 10 am-noon.

Room bookings have not yet been confirmed, although all meetings except the December and March meetings will likely be held in A225 on the Abbotsford campus.

**Meeting dates:**

September 3, 2015 (Thursday)\*

October 2, 2015

October 30, 2015

November 27, 2015

December 18, 2015 (week 3)

January 29, 2016

February 26, 2016

March 18, 2016 (week 3)

April 22, 2016

May 20, 2016

June 17, 2016

Please note that the **UEC retreat** will be held on Thursday, September 3 (room TBA), following the UEC meeting.