



**UNDERGRADUATE EDUCATION COMMITTEE (UEC)**  
**November 25, 2016 - 10:00 AM**  
**A225**

**AGENDA**

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Page

**1. APPROVAL OF THE AGENDA**

**2. APPROVAL OF UEC MINUTES**

3 - 6      **2.1.** UEC draft minutes: Oct. 28, 2016

**3. COURSE OUTLINES**

7 - 12      **3.1. English**  
Change to prerequisites: ENGL 105

MOTION: To approve the ENGL 105 course outline as presented.

13 -      **3.2. Mennonite Studies**  
20      Review with changes: MENN 100  
Review with changes including prerequisites: MENN 300

MOTION: To approve the MENN course outlines as presented.

21 -      **3.3. Physics**  
24      New course: PHYS 375, Radiobiology and Radiation Protection

MOTION: To approve the PHYS 375 course outline as presented.

25 -      **3.4. Theatre**  
33      Changes including title and prerequisites: THEA 290  
Changes including title: THEA 295  
Changes including prerequisites: THEA 299

MOTION: To approve the THEA course outlines as presented.

**4. PROGRAMS**

34 -      **4.1. Biology**  
46      Change to program requirements: Biology minor (BSc)

Page

Change to declaration requirements: Bachelor of Science, Biology major and minor

MOTION: To approve the changes to the Biology minor (BSc) program requirements as presented, effective September 2017.

MOTION: To approve the declaration requirements for the Bachelor of Science, Biology major and minor as presented, effective September 2017.

**5. OTHER BUSINESS/DISCUSSION ITEMS**

47        **5.1. Policy Subcommittee membership**

**6. INFORMATION ITEMS**

48 -        **6.1. Bachelor of Social Work entrance requirements**  
49

50 -        **6.2. Updated membership and Terms of Reference**  
52

**7. ADJOURNMENT**



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

October 28, 2016  
10:00 AM - A225  
Abbotsford Campus

### **DRAFT MINUTES**

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**PRESENT:** Sue Brigden, Maria Bos-Chan, Vlad Dvoracek, John English, Peter Geller, Samantha Pattridge, Donna Alary, Eric Spalding, Rhonda Colwell, Simon Xi, Nancy Goad, Kirsten Robertson, Arashpreet Tamber, Jared De Bruin, Adrianna Bakos, Teresa Arroliga Piper, Emilio Landolfi, Bruce Kirkley, Ben Vanderlei, David Johnston

**ABSENT:** Heather Compeau, Shirley Hardman, David McGuire, Maureen Wideman, Ceilidh Hart

**GUESTS:** Heather Davis-Finch, Steven Marsh, Marlene Murray, Elaine Newman, Mary Saudelli, Frank Ulbrich

**RECORDER:** Amanda Grimson

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

**MOTION:**

To approve the agenda as amended:

- Addition of 4.7, changes to Theatre major
- Addition to 6.3, minor changes to THEA 101

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

**2.1.** UEC draft minutes: September 30, 2016

**MOTION:**

To approve the draft minutes as presented.

CARRIED

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

**3.1. Biology**

New course: BIO 448, Immunology

**MOTION:**

To approve the new BIO 448 as presented.

CARRIED

**3.2. Business**

Discontinuation: BUS 370, 410, 417, 419, 443, 446

**MOTION:**

To discontinue BUS 370, 410, 417, 419, 443, and 446 as presented.

CARRIED

#### **4. PROGRAMS**

**4.1. Business**

Change to entrance requirements: Business Administration diploma

It was suggested that the School of Business consider incorporating second language competency into the diploma. This possibility can be discussed directly with the Modern Languages Institute.

**MOTION:**

To recommend approval of the changes to the Business Administration diploma entrance requirements as amended, effective September 2017:

- Option 1 heading: "for students who have attended ~~some~~ at least one post-secondary course"

CARRIED

**4.2. Economics**

Change to program requirements: Economics major

**MOTION:**

To approve the changes to the Economics major as presented, effective January 2017.

CARRIED

**4.3. English**

Change to program requirements: English Honours, English Honours (Creative Writing), English major (all concentrations), English extended minor, English minor, Creative Writing extended minor, Creative Writing minor

**MOTION:**

To approve the addition of ENGL 200 to the English Honours, English Honours (Creative Writing), English major (all concentrations), English extended minor, and English minor program requirements as amended, effective January 2017:

- English Honours: "208-208-294"

CARRIED

**MOTION:**

To approve the addition of ENGL 405 to the English major (Creative Writing concentration), Creative Writing extended minor, and Creative Writing minor program requirements as presented, effective January 2017.

CARRIED

**4.4. Geography**

Change to entrance and program requirements: Geographic Information Systems certificate

There may be problems with including computer competency as an entrance requirement. S. Marsh (Geography and the Environment department head) agreed that this can be included as an informational note to students instead.

**MOTION:**

To recommend the changes to the GIS certificate as amended, effective September 2017:

- Entrance requirement #2: "C or better in one of Pre-calculus 11,

Foundations of Mathematics 11, Principles of Mathematics 11, or MATH 085; one of Principles of Mathematics 12, Foundations of Mathematics 12, Pre-calculus 12, or MATH 094, or MATH 096."

- Entrance requirement #3 ("Competent in computer skills") changed to a note.
- Removal of asterisks and associated note in program requirements.

CARRIED

#### **4.5. Peace and Conflict Studies**

Change to program requirements: Peace and Conflict Studies major and minor

Inclusion of JIBC courses as a requirement was questioned, and it was unclear how these courses would appear on transcripts (transfer courses, credit value, etc.). However, it was noted that this aspect of the program has already been approved by UEC and Senate, and UEC was only being asked to approve additional revisions to the program.

Discussion of this item was difficult without a representative in attendance to answer questions.

##### **MOTION:**

To approve the changes to the Peace and Conflict Studies major and minor as presented, effective January 2017:

- Entrance requirements: "...with a minimum ~~2.33~~ 2.0 CGPA on all credits attempted."
- JIBC subject codes have recently been changed; calendar copy will reflect the new course codes and numbers.

OPPOSED: 1

ABSTENTIONS: 2

CARRIED

#### **4.6. Physics**

Change to program requirements: Physics major

##### **MOTION:**

To approve the changes to the Physics major as presented, effective January 2017.

CARRIED

#### **4.7. Theatre**

Change to program requirements: Theatre major

##### **MOTION:**

To approve the changes to the Theatre major as presented, effective January 2017.

CARRIED

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

#### **5.1. Credentials policy (64)**

P. Gellar noted that this policy is in the final stages of consultation. Some minor

revisions were made to the "Minimum Grade Point Average (GPA)" section.

**MOTION:**

To approve the Credentials policy (64) as amended:

- Remove percentages: "...at least a "C" average ~~(60%)~~..." and "...higher than a "C" ~~or 60% average.~~"
- Change to sentence: "A minimum cumulative GPA (CGPA) **of 2.0** ~~on all courses attempted at the level of the program~~ is required to earn any undergraduate UFV credential, excluding certificates and associate certificates."

CARRIED

**5.2. Subcommittee membership****Transfer Credit Subcommittee**

- Registrar or designate: David Johnston
- Two UEC members: Maria Bos-Chan, Peter Geller
- At least one additional faculty member: Adrianna Bakos, Teresa Piper
- One advisor: Karen Cooper

Membership of the Policy Subcommittee will be discussed next month.

**6. INFORMATION ITEMS****6.1. Consultation forms for new programs****6.2. Suspension of Family Child Care certificate****6.3. Minor course changes:**

PHIL 490, 491  
THEA 101

**7. ADJOURNMENT**

The meeting was adjourned at 11:54 am.

**Memo for Course Changes**

To: CACC and UEC

From: Hilary Turner

Date: 12 July 2016

**Subject: Proposal for revision of English 105, Academic Writing**

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: class size maximum.**

2. **Rationale for change:** The prerequisites are being updated as per the revisions to the English Language Proficiency Requirements Policy (99). This change will come into effect September 2017.

- a. See <https://www.ufv.ca/calendar/current/General/EnglishProficiency.htm>

The course maximum has increased due to budgetary considerations.

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? n/a
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: the increase of three students allows the department to collect tuition for 100+ more seats per term with no associated output salary-wise. Please note that this cap has been informally in place for a number of semesters, and we have just noticed that it is not reflected in the official course outline.**

- c. Frequency of offering n/a
- d. Resources required (labs, equipment) n/a
- 9. Are field trips required for this course? (Field trip requirements must be announced in the timetable.) How are the trips funded? n/a
- 10. Estimate of the typical costs for this course, including textbooks and other materials: n/a





ORIGINAL COURSE IMPLEMENTATION DATE: May 1990  
 REVISED COURSE IMPLEMENTATION DATE: September 2017  
 COURSE TO BE REVIEWED: (six years after UEC approval) January 2020  
 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> ENGL 105                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           | <b>Number of Credits:</b> 3 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                                                                                                                                                                                     |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                           |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| <b>Course Full Title:</b> Academic Writing                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                           |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| <b>Course Short Title (if title exceeds 30 characters):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                           |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| <b>Faculty:</b> Faculty of Humanities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           | <b>Department (or program if no department):</b> ENGL                                                                                                                                                                                                                                                                                                                                                                                                                                                      |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                           |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| <b>Calendar Description:</b><br><br>Students learn the theory and practice of university-level reading and writing across academic disciplines. In a workshop setting, students will analyze writing situations, think critically about writing, and present ideas and arguments in essays.                                                                                                                                                                                                                                                                                                                                                                                                                                                             |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                           |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           | (C+ or better in English 12 or English Literature 12) or (CPT score of 48 or better) or (evidence of any test score or course grade listed under the Degree/diploma-level English language proficiency standards in the UFV academic calendar at <a href="http://www.ufv.ca/calendar/current/General/EnglishProficiency.htm">www.ufv.ca/calendar/current/General/EnglishProficiency.htm</a> ).                                                                                                             |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                           |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| <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 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="http://bctransferguide.ca">bctransferguide.ca</a> . |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                           |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| <b>Total Hours: 45</b><br><b>Typical structure of instructional hours:</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Lecture hours</td><td style="text-align: right;">30</td></tr> <tr><td>Seminars/tutorials/workshops</td><td style="text-align: right;">15</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>Student directed learning</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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 30 | Seminars/tutorials/workshops | 15 | Laboratory hours |  | Field experience hours |  | Experiential (practicum, internship, etc.) |  | Online learning activities |  | Student directed learning |  | 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><br><b>Maximum enrolment (for information only):</b> 26<br><b>Expected frequency of course offerings (every semester, annually, every other year, etc.):</b> Each semester |  |
| Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 30        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                           |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| Seminars/tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 15        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                           |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| Laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                           |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| Field experience hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                           |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| Experiential (practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                           |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| Online learning activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                           |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| Student directed learning                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                           |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| Other contact hours:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                           |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>45</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                           |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| <b>Department / Program Head or Director:</b> Hilary Turner                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |           | <b>Date approved:</b> October 14, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                           |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           | <b>Date approved:</b> October 14, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                           |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| <b>Campus-Wide Consultation (CWC)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           | <b>Date of posting:</b> November 18, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                           |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| <b>Dean/Associate VP:</b> Jacqueline Nolte                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           | <b>Date approved:</b> October 14, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                           |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           | <b>Date of meeting:</b> November 25, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                           |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |

ENGL 105

University of the Fraser Valley Official Undergraduate Course Outline

Page 2 of 2

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

1. Identify and use techniques of argument and persuasion that meet the expectations of scholarly readers.
2. Summarize and paraphrase the arguments of other writers.
3. Analyze and critique published arguments.
4. Write argumentative essays and a research paper in a recognized style sheet.
5. Demonstrate competence in writing processes, including generating ideas, drafting, soliciting feedback, revising, editing, and proofreading.
6. Demonstrate competence in scholarly conventions of syntax, grammar, punctuation, and spelling.
7. Demonstrate competence with a variety of technologies of writing and research.
8. Demonstrate an awareness of how scholarly situations shape scholarly conventions of writing.

**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, facilitated discussion, student-led discussion, peer-led workshops, peer response, and instructor consultation.

**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. | Devitt, Amy, et alia                | Scenes of Writing: Strategies for Composing with Genres | <input type="checkbox"/> | Pearson/Longman | 2004 |
| 2. | Graff, Gerald and Cathy Birkenstein | They Say, I Say: Moves That Matter in Academic Writing  | <input type="checkbox"/> | Norton          | 2009 |

**Typical Evaluation Methods and Weighting**

|             |     |              |     |               |   |        |      |
|-------------|-----|--------------|-----|---------------|---|--------|------|
| Final exam: | 20% | Assignments: | 80% | Midterm exam: | % | Total: | 100% |
|-------------|-----|--------------|-----|---------------|---|--------|------|

**Details (if necessary):**

|                                             |     |
|---------------------------------------------|-----|
| Summary/analysis/critique of texts (3 x 5%) | 15% |
| Argumentative essays (3 x 15%)              | 45% |
| Scholarly research essay                    | 20% |
| Final exam                                  | 20% |

There should be no fewer than four graded assignments (totaling a minimum of 4,000 words), one of which must be written under supervision, and one which must have a demonstrable research and documentation component. A final examination is mandatory. Additional assignments, graded or ungraded, are at the instructor's discretion.

**Typical Course Content and Topics**

|         |                                                                                                                          |                         |
|---------|--------------------------------------------------------------------------------------------------------------------------|-------------------------|
| Week 1  | Introduction, academic writing, scenes, situations, genres                                                               |                         |
| Week 2  | Discussion of oral and written language conventions/contrasts                                                            |                         |
|         | In-class essay                                                                                                           | Essay One               |
| Week 3  | Discussion of essay conventions, scholarly readers, purposes                                                             |                         |
|         | Discussion of brief genre models, comparing scholarly to general-reader texts                                            |                         |
| Week 4  | Read-around, workshop                                                                                                    | Revision of Essay One   |
|         | Conventions of academic writing                                                                                          |                         |
| Week 5  | Rhetorical analysis/discussion of an academic research paper                                                             |                         |
|         | Summary workshop                                                                                                         | Summary One             |
|         | Discussion of Essay Two expectations                                                                                     | Revision of Summary One |
| Week 6  | Discussion of audience expectations for research essays                                                                  | Essay Two               |
|         | Interviewing workshop                                                                                                    | Summary Two             |
| Week 7  | Discussion of research conventions of ethos/authority                                                                    |                         |
|         | Discussion of research conventions of claims/evidence                                                                    |                         |
| Week 8  | Discussion of primary research/interview protocols                                                                       |                         |
|         | Read-around, workshop                                                                                                    | Essay Three             |
| Week 9  | Research citation workshop                                                                                               |                         |
|         | Online library assignment: <a href="http://temple.ufv.ca/library/first_year">http://temple.ufv.ca/library/first_year</a> |                         |
|         | Rhetorical analysis of research essays                                                                                   | Summary Three           |
| Week 10 | Research workshop in library                                                                                             |                         |
|         | Discussion/comparison of various purposes for research essays                                                            |                         |
| Week 11 | Research essay workshop                                                                                                  |                         |
|         | Workshop research sources/uses/integration                                                                               |                         |
| Week 12 | Read around, discussion of research essay reading                                                                        | Research Essay          |
|         | Discussion, rhetorical analysis of scenes/situations of research essays                                                  |                         |
| Week 13 | Discussion of time-pressured writing strategies                                                                          |                         |

**Memo for Course Changes**

To: CACC and UEC

From: Hilary Turner, Department of English

Date: November 18, 2016

**Subject: Proposal for revision of English 105, Academic Writing**

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: Class maximum raised from 23 to 26, to reflect current practice.**

2. Rationale for change: **English Language Proficiency policy has altered the prerequisites for this course. See <https://www.ufv.ca/calendar/current/General/EnglishProficiency.htm>**

3. If there are substantial changes to the learning outcomes, explain how they align with the learning outcomes of the program(s):
4. Is this course required by any program beyond the discipline? If so, how will this change affect that program or programs? **Yes,**
5. Which program areas have been consulted about the change(s)? **None.**
6. What consideration has been given to indigenizing the curriculum? **Members of the department have made a collection of readings for the course on subjects relevant to the Indigenous experience. These are available to all instructors in English 105.**
7. If this course is not eligible for PLAR, explain why:
8. If any of the following items on the official course outline have changed, explain how the change will affect the budget for your area or any other area:
- a. Credit value
  - b. Class size limit: **the increase of three students allows the department to collect tuition for 100+ more seats per term with no associated output salary-wise. Please note that this cap has been informally in place for a number of semesters, and we have just noticed that it is not reflected in the official course outline.**

- c. Frequency of offering
- d. Resources required (labs, equipment)
- 9. Are field trips required for this course? (Field trip requirements must be announced in the timetable.) How are the trips funded? **No.**
- 10.** Estimate of the typical costs for this course, including textbooks and other materials: **\$100**

**Memo for Course Changes**

To: UEC

From: Steve Schroeder, Assoc. Professor, Coordinator of Mennonite Studies

Date: November 14, 2016

**Subject: Proposal for revision of MENN 100: Introduction to Mennonite Studies**

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: 6-year review process, and part of Mennonite Studies Certificate major program change.
3. If there are substantial changes to the learning outcomes, explain how they align with the learning outcomes of the program(s): no substantial changes; some were changed for clarity on a few specific points
4. Is this course required by any program beyond the discipline? If so, how will this change affect that program or programs? No.
5. Which program areas have been consulted about the change(s)? Program coordinator and Arts.
6. What consideration has been given to indigenizing the curriculum? Mennonite Studies courses focus specifically on the Mennonite community in the Fraser Valley. Mennonite-Indigenous relations are part of the Mennonite Studies Certificate program, and courses will include discussions on the Residential Schools, and Mennonite responses to the TRC recommendations.
7. If this course is not eligible for PLAR, explain why: it is a unique, required core program course for the Mennonite Studies Certificate. The content in the course is not simply general knowledge about the Mennonite people and heritage; it includes specific content that is foundational to the Mennonite Studies Certificate.
8. If any of the following items on the official course outline have changed, explain how the change will affect the budget for your area or any other area: none of these items have changed.
  - a. Credit value

- b. Class size limit
  - c. Frequency of offering
  - d. Resources required (labs, equipment)
9. Are field trips required for this course? (Field trip requirements must be announced in the timetable.) How are the trips funded? No.
10. Estimate of the typical costs for this course, including textbooks and other materials: standard costs for a UFV 3-credit course.

**Memo for Course Changes**

To: UEC

From: Steve Schroeder, Assoc. Professor, Coordinator of Mennonite Studies

Date: November 14, 2016

**Subject: Proposal for revision of MENN 300: Mennonite Development and Relief Organizations**

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: 6-year review process; update the calendar description and learning outcomes; changes are part of the Mennonite Studies Certificate major program change.
3. If there are substantial changes to the learning outcomes, explain how they align with the learning outcomes of the program(s): the changes in the course learning outcomes reflect the changes in the focus of the Mennonite Studies Certificate, which is more applied, particularly in terms of local peacebuilding work.
4. Is this course required by any program beyond the discipline? If so, how will this change affect that program or programs? No.
5. Which program areas have been consulted about the change(s)? Program coordinator and Arts.
6. What consideration has been given to indigenizing the curriculum? Mennonite Studies courses focus specifically on the Mennonite community in the Fraser Valley. Mennonite-Indigenous relations are part of the Mennonite Studies Certificate program, and courses will include discussions on the Residential Schools, and Mennonite responses to the TRC recommendations.
7. If this course is not eligible for PLAR, explain why: it is a unique, required core program course for the Mennonite Studies Certificate. The content in the course is not simply general knowledge about the Mennonite people and heritage; it includes specific content that is foundational to the Mennonite Studies Certificate.
8. If any of the following items on the official course outline have changed, explain how the change will affect the budget for your area or any other area: None of these items have changed.

- a. Credit value
  - b. Class size limit
  - c. Frequency of offering
  - d. Resources required (labs, equipment)
9. Are field trips required for this course? (Field trip requirements must be announced in the timetable.) How are the trips funded? No.
10. Estimate of the typical costs for this course, including textbooks and other materials: costs are the standard costs for a UFV 4-credit course.





**ORIGINAL COURSE IMPLEMENTATION DATE:** January 2011  
**REVISED COURSE IMPLEMENTATION DATE:** May 2017  
**COURSE TO BE REVIEWED: (six years after UEC approval)** November 2022  
**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> MENN 100                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |           | <b>Number of Credits:</b> 3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Course Full Title:</b> Introduction to Mennonite Studies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Course Short Title (if title exceeds 30 characters):</b> Intro to Mennonite Studies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Faculty:</b> Faculty of Humanities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |           | <b>Department (or program if no department):</b> History                                                                                                                                                                                                                                                                                                                                                                                                                                                              |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Calendar Description:</b><br><p>An interdisciplinary introduction to the Mennonite experience. While this course incorporates a general historical framework, it will draw on sociology, economics, religious studies, political science, ethnology, geography, fine arts, and other disciplines.</p>                                                                                                                                                                                                                                                                                                                                                                                                            |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           | NONE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |
| <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 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="http://bctransferguide.ca">bctransferguide.ca</a> . |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Total Hours: 45</b><br><b>Typical structure of instructional hours:</b> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr><td>Lecture hours</td><td style="text-align: right;">30</td></tr> <tr><td>Seminars/tutorials/workshops</td><td style="text-align: right;">15</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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 30 | Seminars/tutorials/workshops | 15 | 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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 30        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |
| Seminars/tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 15        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |
| 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> 36<br><b>Expected frequency of course offerings (every semester, annually, every other year, etc.):</b> annually                                                                                                                                                                                                                                                                                                                                                     |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Department / Program Head or Director:</b> Dr. Steven Schroeder                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |           | <b>Date approved:</b> October 14, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           | <b>Date approved:</b> October 14, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Campus-Wide Consultation (CWC)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |           | <b>Date of posting:</b> November 18, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Dean/Associate VP:</b> Dr. Jacqueline Nolte                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           | <b>Date approved:</b> October 14, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |           | <b>Date of meeting:</b> November 25, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |    |                              |    |                  |  |                        |  |                                            |  |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |

**MENN 100**

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

**Page 2 of 2**

**Learning Outcomes**

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

- Describe the origins of the Mennonite people within the broader historical, social, and religious context;
- Identify the various Mennonite groups and major Mennonite migrations from the 16th century to the present;
- Describe the central challenges, setbacks, and achievements in the Mennonite experience in numerous contexts;
- Identify the phases of Mennonite settlement in Canada and gradual acculturation;
- Describe Mennonite-Indigenous relations and contemporary work in Mennonite-Indigenous reconciliation in Canada
- Describe the various applications of Mennonite belief in education, relief and development work, and peacebuilding work at home and abroad

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

☐ Yes ☒ No, PLAR cannot be awarded for this course because it is a unique, required core program course of the Mennonite Studies Certificate program

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

A variety of classroom methods will be used, including lectures, group discussions and seminars, oral presentations, guest speakers, field trips, and visual and web-based sources.

**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. Dyck, C.J.              | An Introduction to Mennonite History | 3rd                      | Herald Press   |      |
| 2. Estep, William          | The Anabaptist Story                 | 3 <sup>rd</sup>          | Eerdmans Press |      |
| 3.                         |                                      | <input type="checkbox"/> |                |      |
| 4.                         |                                      | <input type="checkbox"/> |                |      |
| 5.                         |                                      | <input type="checkbox"/> |                |      |

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

**Typical Evaluation Methods and Weighting**

|                   |     |                |     |                   |     |            |      |
|-------------------|-----|----------------|-----|-------------------|-----|------------|------|
| Final exam:       | 30% | Essay:         | 20% | Midterm test:     | 15% | Practicum: | %    |
| Book Reviews (2): | 20% | Participation: | 15% | Field experience: | %   | Shop work: | %    |
| Other:            | %   | Other:         | %   | Other:            | %   | Total:     | 100% |

**Details (if necessary):**

**Typical Course Content and Topics**

Week 1: Identification of terms, review of sources and resources  
 Week 2: Anabaptist beginnings and beliefs  
 Week 3: Persecutions, martyrdoms, and migrations  
 Week 4: Amish and Mennonites in the USA  
 Week 5: Mennonites in Prussia and Russia  
 Week 6: Education and the arts  
 Week 7: Mennonites and politics  
 Week 8: Mennonites, war, and nonviolence  
 Week 9: Disaster relief, aid, and development  
 Week 10: Mennonite acculturation in Canada & Mennonite-Indigenous reconciliation  
 Week 12: Global Mennonite community: missions, neo-Anabaptism, and cultural transformation  
 Week 13: Mennonite contributions in the contemporary world: peacebuilding



ORIGINAL COURSE IMPLEMENTATION DATE: January 2011  
 REVISED COURSE IMPLEMENTATION DATE: May 2017  
 COURSE TO BE REVIEWED: (six years after UEC approval) November 2022  
 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> MENN 300                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |           | <b>Number of Credits:</b> 4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |    |                              |  |                  |  |                        |    |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Course Full Title:</b> Mennonite Development and Relief Organizations                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Course Short Title (if title exceeds 30 characters):</b> Mennonite Dev't & Relief Orgs                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Faculty:</b> Faculty of Humanities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           | <b>Department (or program if no department):</b> History                                                                                                                                                                                                                                                                                                                                                                                                                                                              |    |                              |  |                  |  |                        |    |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Calendar Description:</b><br>This course focuses on the philosophical underpinnings and work of local and international Mennonite development and relief organizations. Students analyze and evaluate this work through in-class lectures, course readings and assignments, meeting the organizations' representatives, and field work.                                                                                                                                                                                                                       |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |           | MENN 100 or 45 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:<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="http://bctransferguide.ca">bctransferguide.ca</a> . |    |                              |  |                  |  |                        |    |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Total Hours: 60</b><br><b>Typical structure of instructional hours:</b> <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>15</td> </tr> <tr> <td>Experiential (practicum, internship, etc.)</td> <td>15</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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 30 | Seminars/tutorials/workshops |  | Laboratory hours |  | Field experience hours | 15 | Experiential (practicum, internship, etc.) | 15 | 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>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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 30        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| Seminars/tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| Laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| Field experience hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 15        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| Experiential (practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 15        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| Online learning activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| Other contact hours:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>60</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |  |                  |  |                        |    |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |           | <b>Maximum enrolment (for information only):</b> 36<br><b>Expected frequency of course offerings (every semester, annually, every other year, etc.):</b> annually                                                                                                                                                                                                                                                                                                                                                     |    |                              |  |                  |  |                        |    |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Department / Program Head or Director:</b> Dr. Steven Schroeder                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |           | <b>Date approved:</b> October 14, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |    |                              |  |                  |  |                        |    |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |           | <b>Date approved:</b> October 14, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |    |                              |  |                  |  |                        |    |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Campus-Wide Consultation (CWC)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           | <b>Date of posting:</b> November 18, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |    |                              |  |                  |  |                        |    |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Dean/Associate VP:</b> Dr. Jacqueline Nolte                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           | <b>Date approved:</b> October 14, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |    |                              |  |                  |  |                        |    |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |           | <b>Date of meeting:</b> November 25, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |    |                              |  |                  |  |                        |    |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                  |  |

**MENN 300**
**University of the Fraser Valley Official Undergraduate Course Outline**
**Page 2 of 2**
**Learning Outcomes**

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

- Describe the work of the major Mennonite development and relief organizations
- Explain the Mennonites' unique approach to development regionally, nationally, and internationally
- Analyze the relationship between Mennonite perspectives on development and Mennonite development practices
- Analyze the relationship between the Mennonite peace tradition and Mennonite development and relief work
- Evaluate the effectiveness of Mennonite methods in relation to development, relief work, and other peacebuilding initiatives
- Evaluate the connection between Mennonite theory and practical application in field work in development and relief projects

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

☐ Yes ☒ No, PLAR cannot be awarded for this course because it is a unique, required core program course of the Mennonite Studies Certificate program

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

Guest lectures, readings, written assignments, field work.

**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. Canadian International Development Agency (CIDA).          | Towards Reducing Hunger by Half: A Canadian NGO Proposal for Canadian Aid: Mennonite Central Committee                                                                             | X           | CIDA                 | 2000 |
| 2. Driedeger, L.                                              | Mennonites in the Global Village                                                                                                                                                   | X           | U. of Toronto Press  | 2000 |
| 3. Epp, E. R.                                                 | The Origins of Mennonite Central Committee                                                                                                                                         | X           | U. of Manitoba Press | 1993 |
| 4. Gerstbauer, L. C                                           | The whole story of NGO Mandate Change: The Peace building work of World Vision, Catholic Relief Services and Mennonite Central Committee. Nonprofit and Voluntary Sector Quarterly | X           | Sage                 | 2009 |
| 5. van Wyk, R. van Wyk, A. McBride, K. Jonker, T. Franklin, G | Gaining Momentum: Affordable Housing in the Fraser Valley.                                                                                                                         | X           | MCC                  | 2009 |

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

|                |   |                |     |                     |     |            |      |
|----------------|---|----------------|-----|---------------------|-----|------------|------|
| Final exam:    | % | Short Essay:   | 20% | Research Essay:     | 30% | Practicum: | %    |
| Quizzes/tests: | % | Participation: | 10% | Field Work Journal: | 20% | Seminar:   | 20%  |
| Other:         | % | Other:         | %   | Other:              | %   | Total:     | 100% |

**Details (if necessary):**

**Typical Course Content and Topics**
**Part One – Six Weeks**

Mennonite development and relief organizations.

- The history, mandate, and partnerships of Mennonite development and relief organizations
- The philosophical principles that inform the respective organizations' development and relief work

**Part Two – Four Weeks**

Reflections on field work observations.

- The implementation of Mennonite principles in field work in Mennonite development and relief organizations

**Part Three – Three Weeks**

Critical analysis of development philosophies and their application in field work.

**Memo for New Course**

To: Faculty of Science Curriculum Committee

From: Jeff Chizma, Department Head of Physics

Date: June 17, 2016

**Subject: Proposal for new course (PHYS 375 – Radiation Protection and Radiobiology)**

1. Rationale for new course:

This course is intended to be the second in a series of courses on Medical Physics put on in conjunction with the BC Cancer Agency in Abbotsford. We currently have PHYS 275 (Survey of Medical Physics), and students have been asking for another Medical Physics course at the third year level.

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

This course can be used as one of the upper level Physics courses students can apply towards their major, minor, or honours degrees in Physics. We would eventually like to be able to offer several Medical Physics courses so that students are able to specialize in that area.

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

This course will address several of the Departmental learning outcomes, including but not limited to: Understanding the interplay between theory and experiment (this course has both theoretical and experimental components), Collaborating with others on projects (this course will be run at the Hospital, so students will be required to work with Hospital personnel utilizing a variety of medical devices), Following proper experimental procedures (this is a course on radiation safety, so students must adhere to the safety standards set out by the hospital during any experiments), Preparing them for entry into a professional program (Medical Physics is currently an industry with many opportunities for students to gain employment). As several topics encountered in the course will deal with hands-on familiarity of medical equipment used to treat cancer patients, this course will more than fulfil the experiential learning aspect of the program.

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

No

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

As this course affects only science students (specifically physics students), no other program areas have been consulted.

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

N/A

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

Although indigenization is encouraged at the program level through breadth/elective requirements, the potential for the modular delivery of this course is consistent with the methods of learning used by indigenous peoples.

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

N/A

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

Due to the large laboratory and practical components of this course, 4 credits was thought to be appropriate for this course. This course will be taught by one of our adjunct instructors at the BC Cancer Agency, and as such will require no resources on the part of UFV (all equipment and instructors are provided by BC Cancer). The course is expected to run based on student demand, but as it is limited to 6 students, it will always be run as a directed study course. Thus the course is a benefit to students without incurring any additional workload to UFV faculty (it will not count as a course load to any UFV Physics faculty member, so will not appear as a cost to the Department).

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

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

As the entire course will be run from the BC Cancer Agency in Abbotsford, the “field trips” will generally be to different areas of the Hospital. Due to the proximity of the Hospital to UFV, no additional funding will be required.

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

The students will require a scientific calculator (all students will already own one of these), as well as a lab coat, lab book and textbook. Cost estimates would be less than \$175.00, depending on the purchase cost of the textbook (currently around \$125.00 on Amazon).



ORIGINAL COURSE IMPLEMENTATION DATE: September 2017  
 REVISED COURSE IMPLEMENTATION DATE:  
 COURSE TO BE REVIEWED: (six years after UEC approval) November 2022  
 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> PHYS 375                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |           | <b>Number of Credits:</b> 4 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                              |    |                  |    |                        |    |                                            |  |                            |  |                                                   |   |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Course Full Title:</b> Radiobiology and Radiation Protection                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |    |                              |    |                  |    |                        |    |                                            |  |                            |  |                                                   |   |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Course Short Title (if title exceeds 30 characters):</b> Radiobiology                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |    |                              |    |                  |    |                        |    |                                            |  |                            |  |                                                   |   |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Faculty:</b> Faculty of Science                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |           | <b>Department (or program if no department):</b> Physics                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |    |                              |    |                  |    |                        |    |                                            |  |                            |  |                                                   |   |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Calendar Description:</b><br>An introduction to the essentials of radiation protection in different environments (especially medical), as well as the fundamentals of radiobiology, i.e. the study of the behavior of cells when exposed to different forms and levels of radiation.<br><br>Note: This course will be held off campus at the BC Cancer Agency (Abbotsford Hospital)                                                                                                                                                                                                           |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |    |                              |    |                  |    |                        |    |                                            |  |                            |  |                                                   |   |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |           | PHYS 275, (one of the following: STAT 104, STAT 106, MATH 270/STAT 270, or PHYS 232), and instructor's permission. Note: Both PHYS 225 and BIO 202 are recommended prerequisite courses.                                                                                                                                                                                                                                                                                                                                                     |    |                              |    |                  |    |                        |    |                                            |  |                            |  |                                                   |   |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Corequisites (if applicable, or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |           | NONE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |    |                              |    |                  |    |                        |    |                                            |  |                            |  |                                                   |   |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <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 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: 90</b><br><b>Typical structure of instructional hours:</b> <table border="1"> <tr> <td>Lecture hours</td> <td>20</td> </tr> <tr> <td>Seminars/tutorials/workshops</td> <td>10</td> </tr> <tr> <td>Laboratory hours</td> <td>45</td> </tr> <tr> <td>Field experience hours</td> <td>10</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: Final Exam and Presentations</td> <td>5</td> </tr> <tr> <td><b>Total</b></td> <td><b>90</b></td> </tr> </table> |           | Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 20 | Seminars/tutorials/workshops | 10 | Laboratory hours | 45 | Field experience hours | 10 | Experiential (practicum, internship, etc.) |  | Online learning activities |  | Other contact hours: Final Exam and Presentations | 5 | <b>Total</b> | <b>90</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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 20        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |    |                              |    |                  |    |                        |    |                                            |  |                            |  |                                                   |   |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| Seminars/tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 10        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |    |                              |    |                  |    |                        |    |                                            |  |                            |  |                                                   |   |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| Laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 45        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |    |                              |    |                  |    |                        |    |                                            |  |                            |  |                                                   |   |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| Field experience hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 10        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |    |                              |    |                  |    |                        |    |                                            |  |                            |  |                                                   |   |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| Experiential (practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |    |                              |    |                  |    |                        |    |                                            |  |                            |  |                                                   |   |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| Online learning activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |    |                              |    |                  |    |                        |    |                                            |  |                            |  |                                                   |   |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| Other contact hours: Final Exam and Presentations                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 5         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |    |                              |    |                  |    |                        |    |                                            |  |                            |  |                                                   |   |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>90</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |    |                              |    |                  |    |                        |    |                                            |  |                            |  |                                                   |   |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |           | <b>Maximum enrolment (for information only):</b> 6<br><br><b>Expected frequency of course offerings (every semester, annually, every other year, etc.):</b> Based on student demand and availability of a BC Cancer instructor                                                                                                                                                                                                                                                                                                               |    |                              |    |                  |    |                        |    |                                            |  |                            |  |                                                   |   |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Department / Program Head or Director:</b> Dr. Jeff Chizma                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |           | <b>Date approved:</b> September 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |    |                              |    |                  |    |                        |    |                                            |  |                            |  |                                                   |   |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |           | <b>Date approved:</b> September 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |    |                              |    |                  |    |                        |    |                                            |  |                            |  |                                                   |   |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Campus-Wide Consultation (CWC)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           | <b>Date of posting:</b> October 14, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |    |                              |    |                  |    |                        |    |                                            |  |                            |  |                                                   |   |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Dean/Associate VP:</b> Dr. Lucy Lee                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |           | <b>Date approved:</b> September 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |    |                              |    |                  |    |                        |    |                                            |  |                            |  |                                                   |   |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |           | <b>Date of meeting:</b> November 25, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |    |                              |    |                  |    |                        |    |                                            |  |                            |  |                                                   |   |              |           |                                                                                                                                                                                                                                                                                                                                                                                                          |  |

**Learning Outcomes**

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

- Evaluate the radiation hazards in different radiological environments.
- Determine the measures needed to protect against specific radiation hazards.
- Describe the basic interactions between living tissues and various forms of radiation.
- Safely measure the amounts of a variety of types of radiation under different scenarios.

**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)**

Core material is presented in lecture format, backed up by experimental work; homework assignments will reinforce the understanding of fundamental concepts. Guest lecturers, seminars, and field trips will also be an integral part of the course.

**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. Hall, Eric J.           | Radiobiology for the Radiologist                                        | <input checked="" type="checkbox"/> | Lippincott, Williams and Wilkins | 2011 |
| 2. Shapiro, J.             | Radiation Protection: A Guide for Scientists, Regulators and Physicians | <input checked="" type="checkbox"/> | Harvard University Press         | 2002 |
| 3.                         |                                                                         | <input type="checkbox"/>            |                                  |      |
| 4.                         |                                                                         | <input type="checkbox"/>            |                                  |      |
| 5.                         |                                                                         | <input type="checkbox"/>            |                                  |      |

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

Calculator, lab book, lab coat.

**Typical Evaluation Methods and Weighting**

|                |     |              |     |                   |    |            |      |
|----------------|-----|--------------|-----|-------------------|----|------------|------|
| Final exam:    | 30% | Assignments: | 15% | Midterm exam:     | %  | Practicum: | %    |
| Quizzes/tests: | %   | Lab work:    | 30% | Field experience: | 5% | Shop work: | %    |
| Presentation:  | 15% | Workshops:   | 5%  | Other:            | %  | Total:     | 100% |

**Details (if necessary):**

**Typical Course Content and Topics**

Lectures:

Week 1. Physics and chemistry of radiation absorption  
 Week 2. Cell survival curves  
 Week 3. Radio-sensitivity and cell age in the mitotic cycle  
 Week 4. Repair of radiation damage and the dose-rate effect  
 Week 5. Oxygen effect and re-oxygenation  
 Week 6. Linear energy transfer and relative biologic effectiveness  
 Week 7. Acute effects of total-body irradiation  
 Week 8. Radiation carcinogenesis  
 Week 9. Effects of radiation on the embryo and fetus  
 Week 10. Doses at risks in diagnostic radiology, interventional radiology and cardiology, and nuclear medicine  
 Week 11. Dose-response relationships for model normal tissues  
 Week 12. Clinical response of normal tissue  
 Week 13. Time, dose, and fractionation in radiotherapy

Possible experiments:

- #1 – Dosimeter measurements around beam
- #2 – Dosimeter measurements through materials
- #3 – Radiation measurements around scattering body



**Memo for Course Changes**

To: CACC, Alisa Webb, Rachael Letkemann, UEC, Amanda Grimson

From: Heather Davis-Fisch, Theatre Department Head

Date: September 30, 2016

**Subject: Proposal for revision of THEA 290, THEA 295, THEA 299**

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 changes: In order to improve students' preparation for Theatre Practicums, we have decided to have students complete the newly revised THEA 121 and 123 courses before working on a backstage practicum. To encourage students to gain experience working backstage, we have eliminated the option of completing THEA 299 with an acting role. The Theatre Major requires 121, 123, and 299 to ensure that students have foundational skills in stagecraft before moving into upper-level courses. As well, because we are moving toward more student-directed productions, we have determined that it is more appropriate for students cast in student-directed productions to receive the one-credit practicum rather than a three-credit practicum (290). THEA 295 will continue to provide an opportunity for students' additional participation in department productions (beyond THEA 299) to be recognized without requiring them to complete a substantially more demanding role (which THEA 399 and 499 are for) and to allow them to explore additional areas of backstage work. Finally, these revisions make the distinctions between the three courses more clear for students, as 299 and 295 are for backstage work only and 290 is now for acting roles only; in the past, students could work backstage or act to receive credit for any of the three courses and 290 and 295 were distinguished by the size of the production (large or small ensemble), which is a subjective criterion. Students will no longer be able to complete 299 more than once for credit; however, we have determined that students should be allowed to complete 290 or 295 up to three times, recognizing that students learn new things by working on distinct productions (hence we are keeping letters associated with all practicum sections, in order to allow students and UFV admin., especially O-Reg, to distinguish between practicum sections. THEA 199 will be discontinued.

3. If there are substantial changes to the learning outcomes, explain how they align with the learning outcomes of the program(s): Learning outcomes have been revised to reflect changes of emphasis in course content and to suggest how students progress from THEA 123 to THEA 299 to later courses.
4. Is this course required by any program beyond the discipline? If so, how will this change affect that program or programs? NA
5. Which program areas have been consulted about the change(s)? NA
6. What consideration has been given to indigenizing the curriculum? The department's decision to emphasize peer-learning models, with student-directed plays and with increased opportunities for students to mentor and learn from other students—for example by working on props with a more experienced student—rather than having students work exclusively under the direct supervision of faculty members as authority figures reflects Indigenous pedagogical models. Students now have the opportunity to pitch shows for the season, rather than having all repertoire determined by faculty, and students are encouraged to consider proposing plays by non-Western and Indigenous authors and original productions that are collaboratively created (devised).
7. If this course is not eligible for PLAR, explain why: These are process-based practicum courses so credit can only be evaluated and awarded based on a student's actual participation in the process.
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 NA
  - b. Class size limit: There is the potential to increase enrolment in THEA 299 and the increase in class size to 15 offsets the discontinuation of THEA 199 (both had class size limits of 6 previously). THEA 290 and THEA 295 will now each be offered for every production (we had alternated them based on production size in the past) – each had class size limits of 24 and the two courses combine now to have a class size of 25.
  - c. Frequency of offering: THEA 290 and 295 will now each be offered for every production rather than alternating. No change to area budget (see above re. class sizes).
  - d. Resources required (labs, equipment) NA
9. Are field trips required for this course? (Field trip requirements must be announced in the timetable.) How are the trips funded? No.
10. Estimate of the typical costs for this course, including textbooks and other materials: \$20-\$50 – script for play, additional materials like yoga mats, black clothing.

**CWC comments and responses:**

- Considering the growth of community theatre, the department may wish to reconsider their stance on not granting PLAR for these courses.  
*The department does not wish to grant PLAR for practicum courses. Specifically, we do not feel that we can assess or ensure learning outcomes #2, 3, 5, 6, or 8 are met by work in a community theatre production.*

- THEA 290: Should the 45 hours listed under “Other contact hours: rehearsal and performance” be listed as “Experiential” instead, as on the THEA 295 outline?  
*We feel listing rehearsal/performance is more specific and accurately reflects students' work in 290. In the case of THEA 295, the structure of hours is more flexible, because production roles vary, so it is better captured by practicum, which is more general.*
- THEA 295: For consistency with THEA 290, suggest deleting the phrase “and the production roles” from the calendar description.  
*It is necessary to state production roles in the outline for 295 to ensure students do not complete the course multiple times in the same role (i.e. students cannot be a lighting operator three times). The department does not repeat shows as part of its repertoire, so students will always be in different roles as actors (hence no need to say this for 290).*



ORIGINAL COURSE IMPLEMENTATION DATE: September 2012  
 REVISED COURSE IMPLEMENTATION DATE: September 2017  
 COURSE TO BE REVIEWED: (six years after UEC approval) November 2022  
 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> THEA 290                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |            | <b>Number of Credits:</b> 1 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                |    |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <b>Course Full Title:</b> Acting Practicum                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                |    |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <b>Course Short Title (if title exceeds 30 characters):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                |    |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <b>Faculty:</b> Faculty of Humanities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |            | <b>Department (or program if no department):</b> Theatre                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                |    |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <b>CALENDAR DESCRIPTION:</b><br>This practicum allows students to develop acting experience by performing in a production as part of the UFV Theatre season.<br>Note: This course will be offered under different letter designations (e.g. C-Z) representing different productions. The course may be repeated for credit up to three times, provided the letter designation differs.                                                                                                                                                                                  |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                |    |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |            | Department permission; audition required.                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                |    |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <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 type="checkbox"/> No<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>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: 45 minimum</b><br><b>Typical structure of instructional hours:</b> <table border="1"> <tr><td>Lecture hours</td><td></td></tr> <tr><td>Seminars/tutorials/workshops</td><td></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: rehearsal and performance</td><td>45</td></tr> <tr><td><b>Total</b></td><td><b>45+</b></td></tr> </table> |            | Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  | Seminars/tutorials/workshops |  | Laboratory hours |  | Field experience hours |  | Experiential (practicum, internship, etc.) |  | Online learning activities |  | Other contact hours: rehearsal and performance | 45 | <b>Total</b> | <b>45+</b> | <b>Special Topics</b><br>Will the course be offered with different topics?<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>If yes, different lettered courses may be taken for credit:<br><input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, 3 repeat(s) <input type="checkbox"/> Yes, no limit<br><i>Note: The specific topic will be recorded when offered.</i> |  |
| Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                |    |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| Seminars/tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                |    |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| Laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                |    |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| Field experience hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                |    |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| Experiential (practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                |    |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| Online learning activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                |    |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| Other contact hours: rehearsal and performance                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 45         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                |    |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>45+</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                |    |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |            | <b>Maximum enrolment (for information only):</b> 10<br><b>Expected frequency of course offerings (every semester, annually, every other year, etc.):</b> every semester                                                                                                                                                                                                                                                                                                                                    |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                |    |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <b>Department / Program Head or Director:</b> Bruce Kirkley                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |            | <b>Date approved:</b> October 14, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                |    |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |            | <b>Date approved:</b> October 14, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                |    |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <b>Campus-Wide Consultation (CWC)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |            | <b>Date of posting:</b> November 18, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                |    |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <b>Dean/Associate VP:</b> Jacqueline Nolte                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |            | <b>Date approved:</b> October 14, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                |    |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |            | <b>Date of meeting:</b> November 25, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |  |                            |  |                                                |    |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |

**Learning Outcomes**

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

- Perform the acting role for which they are cast;
- Revise performance based on director/instructor feedback and self-reflection;
- Behave professionally and respectfully (e.g. arrive for rehearsals on time and prepared, conduct self appropriately during rehearsals, treat staff and other students with respect);
- Communicate clearly, in oral and written contexts;
- Contribute effectively to an ensemble team;
- Participate in set strike;
- Follow proper safety and security procedures for live theatre production.

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

☐ Yes ☒ No, PLAR cannot be awarded for this course because since this is a process based practicum course, credit can only be evaluated and awarded based on a student's actual participation in the process.

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

Participation in the rehearsal and performance process; attend workshops for voice, dance, singing, fight choreography, etc; attend all costume fittings and costume parade; safety workshops and fire drills; audience talk-back sessions; etc.

**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)**

Script for the show being produced.

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

Exercise mats, rehearsal clothing, water bottles, journal.

**Typical Evaluation Methods and Weighting**

This is a credit/no credit course designed to provide students with opportunities to develop acting experience. Evaluation will be based on:

|                     |     |                         |    |                   |     |            |      |
|---------------------|-----|-------------------------|----|-------------------|-----|------------|------|
| Final Exam:         | %   | Assignments:            | 0% | Midterm exam:     | %   | Practicum: | 50%  |
| Quizzes/tests:      | %   | Lab work:               | %  | Field experience: | %   | Shop work: | %    |
| Other:Participation | 25% | Other:Class Performance | %  | Other: Journal    | 25% | Total:     | 100% |

**Details (if necessary):**

Participation grade includes attendance at all required rehearsals, workshops, performances, and set strike; demonstration of professionalism, respect, and teamwork.

**Typical Course Content and Topics**

Depending on the role in which a student is cast, she or he will contribute a minimum of 45 hours participating in all four phases of the rehearsal/production process:

1. Pre-production (2-3 weeks): auditions, preliminary research and meetings
2. Production Preparation (7-8 weeks): rehearsals; hair and make-up workshops; costume fittings; safety and security workshops; level and cueing sessions; technical and dress rehearsals
3. Performances (2 weeks)

Post-production (1 week): reflection on what was learned; recommendations for future improvement.



ORIGINAL COURSE IMPLEMENTATION DATE: September 2012  
 REVISED COURSE IMPLEMENTATION DATE: September 2017  
 COURSE TO BE REVIEWED: (six years after UEC approval) November 2022  
 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> THEA 295                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |            | <b>Number of Credits:</b> 1 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                              |  |                  |  |                        |  |                                            |    |                            |  |                      |  |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <b>Course Full Title:</b> Backstage Practicum                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |  |                  |  |                        |  |                                            |    |                            |  |                      |  |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <b>Course Short Title (if title exceeds 30 characters):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |  |                  |  |                        |  |                                            |    |                            |  |                      |  |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <b>Faculty:</b> Faculty of Humanities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |            | <b>Department (or program if no department):</b> Theatre                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |                              |  |                  |  |                        |  |                                            |    |                            |  |                      |  |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <b>CALENDAR DESCRIPTION:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |  |                  |  |                        |  |                                            |    |                            |  |                      |  |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| This practicum allows students to develop experience in live theatre production through backstage participation in the UFV Theatre season.                                                                                                                                                                                                                                                                                                                                                                                                    |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |  |                  |  |                        |  |                                            |    |                            |  |                      |  |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| Note: This course will be offered under different letter designations (e.g. C-Z) representing different productions. The course may be repeated for credit up to three times provided the letter designation and the production roles differ.                                                                                                                                                                                                                                                                                                 |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |  |                  |  |                        |  |                                            |    |                            |  |                      |  |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |            | Department permission.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                              |  |                  |  |                        |  |                                            |    |                            |  |                      |  |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <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 type="checkbox"/> No<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>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: 45 minimum</b><br><b>Typical structure of instructional hours:</b> <table border="1"> <tr><td>Lecture hours</td><td></td></tr> <tr><td>Seminars/tutorials/workshops</td><td></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>45</td></tr> <tr><td>Online learning activities</td><td></td></tr> <tr><td>Other contact hours:</td><td></td></tr> <tr><td><b>Total</b></td><td><b>45+</b></td></tr> </table> |            | Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  | Seminars/tutorials/workshops |  | Laboratory hours |  | Field experience hours |  | Experiential (practicum, internship, etc.) | 45 | 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>If yes, different lettered courses may be taken for credit:<br><input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, 3 repeat(s) <input type="checkbox"/> Yes, no limit<br><i>Note: The specific topic will be recorded when offered.</i> |  |
| Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |  |                  |  |                        |  |                                            |    |                            |  |                      |  |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| Seminars/tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |  |                  |  |                        |  |                                            |    |                            |  |                      |  |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| Laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |  |                  |  |                        |  |                                            |    |                            |  |                      |  |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| Field experience hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |  |                  |  |                        |  |                                            |    |                            |  |                      |  |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| Experiential (practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 45         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |  |                  |  |                        |  |                                            |    |                            |  |                      |  |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| Online learning activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |  |                  |  |                        |  |                                            |    |                            |  |                      |  |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| Other contact hours:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |  |                  |  |                        |  |                                            |    |                            |  |                      |  |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>45+</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                              |  |                  |  |                        |  |                                            |    |                            |  |                      |  |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |            | <b>Maximum enrolment (for information only): 15</b><br><b>Expected frequency of course offerings (every semester, annually, every other year, etc.):</b> every semester                                                                                                                                                                                                                                                                                                                                    |  |                              |  |                  |  |                        |  |                                            |    |                            |  |                      |  |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <b>Department / Program Head or Director:</b> Heather Davis-Fisch                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |            | <b>Date approved:</b> October 14, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                              |  |                  |  |                        |  |                                            |    |                            |  |                      |  |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |            | <b>Date approved:</b> October 14, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                              |  |                  |  |                        |  |                                            |    |                            |  |                      |  |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <b>Campus-Wide Consultation (CWC)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |            | <b>Date of posting:</b> November 18, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |    |                            |  |                      |  |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <b>Dean/Associate VP:</b> Jacqueline Nolte                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |            | <b>Date approved:</b> October 14, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                              |  |                  |  |                        |  |                                            |    |                            |  |                      |  |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |            | <b>Date of meeting:</b> November 25, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                              |  |                  |  |                        |  |                                            |    |                            |  |                      |  |              |            |                                                                                                                                                                                                                                                                                                                                                                                                               |  |

**Learning Outcomes**

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

- Complete all tasks outlined in job description of specific production role according to timelines set out in the production schedule;
- Communicate clearly, in oral and written contexts;
- Behave professionally and respectfully (e.g. arrive for meetings on time and prepared, conduct self appropriately, treat staff and other students with respect);
- Revise work based on instructor and/or peer feedback;
- Contribute effectively to an ensemble team;
- Participate in set strike;
- Follow proper safety and security procedures for live theatre production

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

☐ Yes ☒ No, PLAR cannot be awarded for this course because since this is a process based practicum course, credit can only be evaluated and awarded based on a student's actual participation in the process.

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

Participation in the theatre production process. Depending on a student's role in the production, this participation may include: production and design meetings; technical workshops; set, prop, and costume construction; stage lighting sessions; sound production sessions;; costume fittings; costume parades; safety workshops; audience talk-back sessions; etc.

**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)**

Script for the show being produced (varies); Course pack including job description, production etiquette guidelines, safety and security guidelines, student success guidelines.

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

Varies depending on student's specific role in the production.

**Typical Evaluation Methods and Weighting**

This is a credit/no credit course designed to provide students with opportunities to develop further experience in live theatre production. Evaluation will be based on:

|                     |     |                       |     |                        |   |            |      |
|---------------------|-----|-----------------------|-----|------------------------|---|------------|------|
| Final Exam:         | %   | Assignments:          | 0%  | Midterm exam:          | % | Practicum: | %    |
| Quizzes/tests:      | %   | Lab work:             | %   | Field experience:      | % | Shop work: | %    |
| Other:Participation | 50% | Other:Primary project | 50% | Other:Research Journal | % | Total:     | 100% |

**Details (if necessary):**

Participation grade includes attendance at all required rehearsals, workshops, performances, and set strike; demonstration of professionalism, respect, and teamwork.

**Typical Course Content and Topics**

Depending on a student's role in the production, she or he will contribute a minimum of 45 hours participating in all or part of the following four phases of the production process:

1. Pre-production (2 weeks): research, preliminary meetings, review of job description, etc.
2. Production Preparation (7-8 weeks): rehearsals; production meetings; costume parades; safety and security workshops; technical workshops; etc.
3. Performance Run (2 weeks): participation in the run of the performance, depending on production role
4. Post-production (1 week): reflection on what was learned; recommendations for future improvement.



ORIGINAL COURSE IMPLEMENTATION DATE: September 2012  
 REVISED COURSE IMPLEMENTATION DATE: September 2017  
 COURSE TO BE REVIEWED: (six years after UEC approval) November 2022  
 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> THEA 299                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |           | <b>Number of Credits:</b> 3 <a href="#">Course credit policy (105)</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Course Full Title:</b> Theatre Production Practicum                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Course Short Title (if title exceeds 30 characters):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Faculty:</b> Faculty of Humanities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           | <b>Department (or program if no department):</b> Theatre                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Calendar Description:</b><br>This practicum allows students to develop their skills in the practice and techniques of theatre through backstage participation in a UFV Theatre production. Roles might include: lighting, sound, or projection operator; dresser; stage/running crew; set or props crew.<br>Note: This course will be offered under different letter designations (e.g. C-Z) representing different productions. Students may only take the course once for credit.                                                                                |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Prerequisites (or NONE):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           | (THEA 199 or THEA 123) and department permission. Note: As of January 2018, prerequisites will change to the following: THEA 123 and department permission.                                                                                                                                                                                                                                                                                                                                                           |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <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 checked="" 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: 60 minimum</b><br><b>Typical structure of instructional hours:</b> <table border="1"> <tr> <td>Lecture hours</td> <td></td> </tr> <tr> <td>Seminars/tutorials/workshops</td> <td>5</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>55</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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  | Seminars/tutorials/workshops | 5 | Laboratory hours |  | Field experience hours |  | Experiential (practicum, internship, etc.) | 55 | 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>If yes, different lettered courses may be taken for credit:<br><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, repeat(s) <input type="checkbox"/> Yes, no limit<br><i>Note: The specific topic will be recorded when offered.</i> |  |
| Lecture hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| Seminars/tutorials/workshops                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 5         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| Laboratory hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| Field experience hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| Experiential (practicum, internship, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 55        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| Online learning activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| Other contact hours:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>60</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           | <b>Maximum enrolment (for information only):</b> 15<br><b>Expected frequency of course offerings (every semester, annually, every other year, etc.):</b> every semester                                                                                                                                                                                                                                                                                                                                               |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Department / Program Head or Director:</b> Heather Davis-Fisch                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |           | <b>Date approved:</b> October 14, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Faculty Council approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           | <b>Date approved:</b> October 14, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Campus-Wide Consultation (CWC)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           | <b>Date of posting:</b> November 18, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Dean/Associate VP:</b> Jacqueline Nolte                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           | <b>Date approved:</b> October 14, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>Undergraduate Education Committee (UEC) approval</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |           | <b>Date of meeting:</b> November 25, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |                              |   |                  |  |                        |  |                                            |    |                            |  |                      |  |              |           |                                                                                                                                                                                                                                                                                                                                                                                                             |  |



**Learning Outcomes**

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

- Complete all tasks outlined in job description of specific production role in a competent manner and according to timelines set out in the production schedule;
- Apply best practices for oral and written communication in theatre production situations (e.g. production meetings, email communication, production reports);
- Collaborate with peers and staff to generate creative responses to production demands;
- Demonstrate information literacy in answering questions generated by the theatre production process;
- Apply effective problem-solving and conflict-resolution strategies;
- Demonstrate initiative as a member of a production team.
- Model proper safety and security procedures for live theatre production;
- Revise work based on instructor and/or peer feedback;

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

☐ Yes    ☒ No, PLAR cannot be awarded for this course because since this is a process based practicum course, credit can only be evaluated and awarded based on a student's actual participation in the process.

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

Participation in the theatre performance process. Attending production meetings, performances, and strike. Depending on a student's role in the production, participation may include: workshops on lighting, sound, or projection operations; rehearsals; costume fittings and costume parades; safety and security workshops; audience talkback sessions.

**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)**

Script for the show being produced; Course pack including job description, production etiquette guidelines, safety and security guidelines, student success guidelines.

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

Varies depending on a student's specific role in the production and the unique requirements of specific plays.

**Typical Evaluation Methods and Weighting**

|                      |     |              |     |                   |     |            |      |
|----------------------|-----|--------------|-----|-------------------|-----|------------|------|
| Final Exam:          | %   | Assignments: | 60% | Midterm exam:     | %   | Practicum: | %    |
| Quizzes/tests:       | %   | Lab work:    | %   | Field experience: | %   | Shop work: | %    |
| Other: Participation | 20% | Other:       | %   | Other: Journal    | 20% | Total:     | 100% |

**Details (if necessary):**

30% Production document portfolio  
30% Primary project and self-assessment

Participation grade includes completion of practicum hours; demonstration of teamwork, reliability, and professionalism.

**Typical Course Content and Topics**

1. Pre-production (2 weeks): research, preliminary meetings, review of job description, etc.
2. Production Preparation (7-8 weeks): rehearsals; production meetings; costume parades; safety and security workshops; technical workshops; etc.
3. Performance Run (2 weeks): participation in the run of the performance, depending on production role
4. Post-production (1 week): reflection on what was learned; recommendations for future improvement.

**Memo for Program Changes**

To: UEC

From: Allan Arndt, Biology Department Head

Date: April 8, 2016

**Subject: Program change (biology minor lower level requirements)**

1. Summary of changes (select all that 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):

Biology minor students are currently required to complete more credits compared to other UFV minors. The department requests a revision of requirements from four to two 2<sup>nd</sup> year courses.

3. If program outcomes are new or substantially changed, explain how they align with the Institutional Learning Outcomes: no substantial changes

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

Indigenization is encouraged at the program level through breadth/elective requirements where students can choose from courses where indigenization is appropriate to the course content and discipline.

5. Will additional resources be required? If so, how will these costs be covered? none

6. How will students be impacted? (Indicate the projected number of students impacted.) Is the change expected to increase/decrease enrolment in the program? The requirements for biology minor students will be more in-line with other UFV programs.

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? Yes, the number of required core courses will decrease.

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.) None, requirements will decrease.
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. Yes, the number of requirements will decrease for BSc students.
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.

**Questions from UEC's September 30, 2016 meeting:**

1. Under item 2 "Rationale for change(s)" UEC is asking for some supporting evidence that "Biology minor students are currently required to complete more credits compared to other UFV minors". UEC asks that you provide comparative information with other minors inside and outside science. Information on Biology minors at peer institutions may also be included.

**Department response:**

The Biology minor currently sits at 61-62 credits and requires 4 second year courses. We want to reduce this by 8 with only 2 second year courses required.

- Chemistry minor: 53 credits
- Physics minor: 47 credits
- Geography minor: 31 credits
- Philosophy minor: 31 credits
- Other Biology:
  - UBC simply asks for 18 upper-level credits and this can be achieved with 43 credits
  - SFU: 47 credits

2. Further, the Committee has asked for additional information on why these particular courses are being changed, as this was not included in the initial rationale.

**Department response:**

The second year is targeted as this is where students can choose the path to specialize their minor based on interest.

3. The Committee has also asked for details on how the proposed revised minor is different from the Biology minor (for BKin students). That is, will there still be a need for two Biology minors?

**Department response:**

BKin are required to take 201 and 202 as these feed into the upper levels relevant to their degree. 210 and 220 are not included in their program although one could make an argument that 220 is relevant.

4. Please comment on how the reduction in 200-level courses may affect a student's ability to register in a broad selection of 300- and 400-level courses appropriate to the minor.

**Department response:**

Upper-level courses have 200-level prerequisites so they must choose their 200-level courses based on their future selections and interests.

## Biology minor (for BSc students)

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

### Lower-level requirements

| Course                                                                                                                       | Title                                                | Credits |
|------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|---------|
| BIO 111                                                                                                                      | Introductory Biology I                               | 5       |
| BIO 112                                                                                                                      | Introductory Biology II                              | 5       |
| <b>Plus two <del>200-level</del><sup>2<sup>nd</sup></sup>-year biology courses selected from the following: (see Note 1)</b> |                                                      |         |
| BIO 201                                                                                                                      | Cellular Biochemistry and Metabolism                 | 4       |
| <b><u>or</u></b> BIO 202                                                                                                     | Cellular Signaling and Regulation of Gene Expression | 4       |
| <b><u>or</u></b> BIO 210                                                                                                     | Introductory Ecology                                 | 4       |

|                                                                                   |                                                 |     |
|-----------------------------------------------------------------------------------|-------------------------------------------------|-----|
| <b><u>or</u></b> BIO 220                                                          | Introductory Genetics                           | 4   |
| CHEM 111                                                                          | Principles of Chemistry I (previously offered)  |     |
| <b>or</b> CHEM 113                                                                | Principles of Chemistry I                       | 4-5 |
| CHEM 112                                                                          | Principles of Chemistry II (previously offered) |     |
| <b>or</b> CHEM 114                                                                | Principles of Chemistry II                      | 4-5 |
| CHEM 213                                                                          | Organic Chemistry I                             | 4   |
| CHEM                                                                              | CHEM course numbered 200 or above               | 3-4 |
| <b>Plus one course selected from the following:</b> (see Note <a href="#">2</a> ) |                                                 |     |
| STAT 104                                                                          | Introductory Statistics                         | 4   |

|                       |                                            |   |
|-----------------------|--------------------------------------------|---|
| STAT 106              | Statistics I                               | 4 |
| MATH 270/<br>STAT 270 | Introduction to Probability and Statistics | 4 |

[Note 1: Students should consider the prerequisites of upper-level biology courses when choosing 200-level biology courses.](#)

Note [2](#): Students who completed PSYC 110 prior to September 2012 can use this course toward lower-level requirements.

### Upper-level requirements

| Course | Title                             | Credits |
|--------|-----------------------------------|---------|
| BIO    | 300- or 400-level Biology courses | 14      |

**Memo for Program Changes**

To: UEC

From: Allan Arndt, Biology Department Head

Date: June 24, 2016

**Subject: Program change (Biology Declaration Requirements)**

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 a C+ requirement has been added to maintain consistency with current biology course prerequisites.

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

No substantial changes

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

Indigenization is encouraged at the program level through breadth/elective requirements where students can choose from courses where indigenization is appropriate to the course content and discipline.

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

None

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

The requirements for biology declaration will align with current biology courses.

7. Does the number of required core or elective credits from the program-specific discipline change? If so, will this change the total number of courses to be offered within the discipline?

No

8. Identify any available resources that will be used to accommodate the program changes. (Eg. seats in existing classes, conversion of sections, timetabling changes, deletion of courses, etc.)

None

9. Is the number of required or elective courses from other disciplines in the program changing? If so, what is the estimated impact to enrolments in these courses? Provide a memo from the respective dean(s) of the impacted faculty to confirm if budgetary implications have been considered and addressed.

No.

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

No financial impact.



## Bachelor of Science degree

The UFV Bachelor of Science (BSc) is a program of academic study for students pursuing educational or career goals in the natural sciences. The program requirements encourage a breadth of intellectual and academic experience, and at the same time, recognize the importance of concentrated study in a specific field or discipline. The BSc may serve as an educational goal in itself, as qualification for those who wish to pursue advanced degrees at other educational institutions, or as a qualification for employment.

The BSc consists of a minimum of 120 credits. To receive a Bachelor of Science degree, students must, at a minimum, complete the requirements for at least one of a science honours, science major, or double science minor, in addition to the [general BSc requirements](#).

### Program length

With appropriate planning, the Bachelor of Science requirements can be completed in four years of full-time study. Because upper-level courses are offered on a limited basis, students should seek the help of an Advisor to plan their coursework in advance, in order to complete their degree in a timely manner. The choice of which courses are to be offered each year will be made with reference to the needs of students who have declared their BSc major. Students staying for a longer period may wish to pursue the [Co-operative Education](#) option. All graduation requirements must be completed within 10 years of initial entry to the program.

### Entrance requirements

1. B.C. secondary school graduation or equivalent, or completion of nine university-level credits with a minimum GPA of 2.0 in all university courses attempted.
2. **Mathematics requirement:** one of the following:
  - Pre-calculus 12 or Principles of Mathematics 12 with a minimum grade of B
  - MATH 094/095 with a minimum average grade of B
  - MATH 096 with a minimum grade of B

- MDPT score of 70% or higher
- MATH 110 with a minimum grade of C+
- MATH 111 with a minimum grade of C

3. **Science requirement:** one course from one of the following disciplines, with a minimum grade of C+:

- Biology: Biology 12, BIO 093, or BIO 111
- Chemistry: Chemistry 12, CHEM 093 (previously offered), CHEM 110, or CHEM 113
- Geography: Geography 12, GEOG 101, GEOG 102, or GEOG 103
- Geology: Geology 12 or GEOG 116
- Physics: Physics 12, PHYS 093, PHYS 100, PHYS 101, PHYS 105, or PHYS 111

4. **English requirement:** Applicants must meet the Degree/diploma level English language proficiency requirement. For details on how this requirement may be met, see the [English language proficiency requirement](#) section of the calendar.

Attendance at a Bachelor of Science information session or personal interview with an Advisor is recommended.

Students who do not meet these requirements might consider [Qualifying Studies](#).

## When to apply

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

## How to apply

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

Additional documents required for a complete application:

- For high school students, a final official transcript (if you have graduated). For students currently in Grade 12, see the [high school grades and transcripts section](#) of the [Admissions webpage](#) for further information.

- For university students, official transcripts from all post-secondary institutions you have attended (other than UFV) showing grade/course achievement as per entrance requirements. To be considered official, transcripts must be sent directly to UFV from the originating institution; see the [Transfer Credit](#) section for details.

2. Proof of completion of prerequisites is required for course registration. It is essential that you submit an official high school transcript at least two weeks before you register.

You will be advised of an admission decision and, if accepted, will be provided with registration information. A deposit is required prior to registration (see the [Fees and Other Costs section](#)). This money will be applied toward your tuition fees. Final payment of all course fees is due the end of the second week of classes.

## Basis for admission decision

1. Students must meet the minimum standard for entry.
2. Applicants who qualify will be offered seats in order (from highest to lowest) of one of the following:
  - For high school entrance, an admission GPA based on the best Grade 12 science and either Pre-calculus 12 or Principles of Mathematics 12 (or equivalent).
  - For university entrance, a cumulative GPA based on all university credits attempted.
3. Application date and time will be used to break ties when students have the same GPA
4. Students who do not meet the minimum standard will be admitted to [Qualifying Studies](#).

## Transfer from other institutions

Students who have completed university-level courses at other post-secondary institutions can apply for the BSc at UFV. A maximum of 90 credits may be transferred to UFV for the degree. However, not all courses may be applicable to specific science programs; please check with an Academic Advisor. Applicants with significantly more than 90 credits might

consider completing their studies at their original institution. (See [Visiting students](#) in the Transfer Credit section of the calendar.)

Most of the lower-level courses (100- and 200-level) offered as part of the BSc program are transferable to all B.C. universities and university colleges. Students enrolling in UFV upper-level courses with the intention of completing a degree at another institution should consult that institution for information regarding transferability of these courses.

## Honours

Honours are offered in:

- [Biology](#)
- [Mathematics](#)
- [Physics](#)
- [Physical Geography](#)

## Majors

Majors are offered in:

- [Biology](#)
- [Chemistry](#)
- [Mathematics](#)
- [Physical Geography](#)
- [Physics](#)

## Minors

Minors are offered in:

- [Biology](#)
- [Chemistry](#)
- [Computing Science](#)
- [Mathematics](#)
- [Mathematics \(Statistics option\)](#)

- [Physical Geography](#)
- [Physics](#)

## Double minor

A double minor degree is available. Students choose two minors from:

- Biology
- Chemistry
- Computing Science
- Mathematics or Mathematics (Statistics option)
- Physical Geography
- Physics

## Bachelor of Science declaration requirements for majors and a minor

Students may formally declare a Science major or minor if they meet all of the following requirements:

- a minimum of 30 credits;
- a minimum 2.0 CGPA on all credits attempted; and
- the declaration requirements of the specific subject discipline(s) (see below).

Bachelor of Science students are expected to declare a major or minor by the time they have completed 60 credits. In order to have access to discipline-reserved seating, where applicable, students must be admitted to the BSc and be formally declared. Students who are undecided should consult with an Advisor regarding their options.

Please note that the number of students requesting entry into any Science honours, major, or minor may exceed capacity. Departments reserve the right to select competitively if necessary. The basis for selection will be the applicant's GPA on required lower-level prerequisites; students in the Bachelor of Science program will have priority. UFV cannot guarantee available seats in required program courses.

## Specific major and minor declaration requirements

### **Biology** declaration requirements:

- C+ in ~~both all of the following: BIO 111, BIO 112, CHEM 113,~~ and CHEM 114
- One of the following: MATH 111, PHYS 105, PHYS 111, STAT 104, or STAT 106

### **Chemistry** declaration requirements:

- CHEM 114 and PHYS 111
- One of the following: MATH 112 or MATH 118

### **Physical Geography** declaration requirements:

- One Physical Geography course (GEOG 101, 102, 103, or 116)
- One of the following: MATH 111, PHYS 101, PHYS 105, PHYS 111, BIO 111, CHEM 113, STAT 104, STAT 106, or STAT 270

### **Mathematics** declaration requirements:

- C+ in one of the following: MATH 112, MATH 211, MATH 221, or MATH 255

### **Physics** declaration requirements:

- PHYS 112 and C in MATH 112

### **Computing Science** declaration requirements:

- Any two COMP courses

**Other degree programs** may declare a science major or minor by satisfying the Bachelor of Science declaration requirements of the major/minor listed above. Students must also have the approval of their degree program.



## **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 for Program Changes**

To: Professional Studies Faculty Council

From: Margaret Coombes, Director SWHS

Date: November 22, 2016

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

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

- ☐ Program revision that requires new resources
- ☐ Addition of new course options or deletion or substitution of a required course
- ☐ Change to the majority of courses in an approved program
- ☐ Change to the duration, philosophy, or direction of a program
- ☐ Addition of a new field of specialization, such as a concentration
- ☐ Change in requirements for admission
- ☐ Change in requirements for residency or continuance
- ☐ Change in admission quotas
- ☐ Change which triggers an external review
- ☐ Deletion of a program not included in the Program Discontinuance policy
- ☒ Other – Please specify: **Information only about deferred admissions interview process.**

SWHS is deferring the interview process until, at least, the 2018 admission cycle in order to ensure the equitable application of admission interview procedures and guidelines.

The School of Social Work and Human Services was granted approval to implement admissions interviews for our Bachelor of Social Work (BSW) program by Senate on February 12, 2016. The BSW Committee has been working to develop the framework for these interviews in a way that accounts for applicant diversity (for example, international students and other applicants applying from a distance), scheduling challenges, SWHS advisory council participation, and other factors. The guidelines and procedures have not yet been resolved to ensure students are subject to an equitable admission interview process.

- 2. Rationale for change(s): No change required
- 3. If program outcomes are new or substantially changed, explain how they align with the Institutional Learning Outcomes:  
No program change.
- 4. What consideration has been given to indigenizing the curriculum? N/A to curriculum
- 5. Will additional resources be required? If so, how will these costs be covered?  
No additional resources will be required.
- 6. How will students be impacted? (Indicate the projected number of students impacted.) Is the change expected to increase/decrease enrolment in the program?



This deferred process will have little or no impact on the existing enrolment of students for 2017/2018. If a student requests an interview the BSW chair can meet with the student and explain that admission procedure has been deferred.

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?  
N/A to credits.

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.)

Not a program change

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. N/A to credits

No, this program change does not affect required or elective courses from other disciplines.

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.  
N/A.



**UNDERGRADUATE EDUCATION COMMITTEE**

**TERMS OF REFERENCE**

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1. Advise Senate on curricular matters related to the undergraduate educational programs of the university.
2. Advise Senate on policies, procedures, and criteria for the admission, evaluation, withdrawal, and promotion of undergraduate students.
3. Advise Senate on the criteria for awarding certificates, diplomas, and degrees to undergraduate students.
4. Advise Senate on policies and procedures for review and approval of new and existing courses, programs, or curricular changes.
5. Review the recommendations of faculty councils, approve the recommendations where mandated by Senate to do so, and inform Senate.
6. Advise the Academic Planning & Priorities Committee on proposals for new and revised programs that occasion a change to the alignment of programs with institutional priorities.
7. Make recommendations to Senate on the resolution of disputes between departments and other academic divisions related to undergraduate course and program development and delivery.
8. Establish such subcommittees as needed to fulfill the committee's responsibilities.
9. Other duties as assigned by Senate.

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2014-15 Senate review complete, with revisions approved by Senate 2015 04 10  
Terms of Reference and Membership Composition revisions approved at Senate 2016 11 04



## **UNDERGRADUATE EDUCATION COMMITTEE**

### **COMPOSITION**

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#### **Voting Members:**

- Chair, a faculty member of the committee, nominated by the committee, and approved by Senate
- Vice-Chair, University Registrar (or designate)
- Nine faculty members, approved by Senate, at least two of whom shall be members of Senate\*
- Two Deans or associate deans approved by Senate
- University Librarian or designated Librarian\* (ex officio)
- One Academic Advisor approved by Senate
- One staff member approved by Senate
- Two undergraduate students approved by Senate
- Director, Teaching and Learning (or designate) (ex officio)

#### **Ex Officio Non-Voting Members:**

- Provost & Vice-President, Academic (or designate)
- Associate Vice-President, Research, Engagement, and Graduate Studies (or designate)
- Executive Director, International Education
- Senior Advisor on Indigenous Affairs
- Manager, Enrolment Planning
- Director, Institutional Research and Integrated Planning
- Coordinator, Program Development and Quality Assurance
- Director, Advising Centre

#### **Administrative Support:**

- UEC Assistant/Calendar Editor, Office of the Registrar

\*Normally, there shall be at least one member from each of the Faculties, selected to reflect the diversity of disciplines at the university.

\*\*Normally the designate shall be appointed for a one-year term to ensure continuity.

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2014-15 Senate review complete, with revisions approved by Senate 2015 04 10  
Terms of Reference and Membership Composition revisions approved at Senate 2016 11 04

**UNDERGRADUATE EDUCATION COMMITTEE MEMBERSHIP 2016/17**

| AREA REPRESENTED                                                    | TERMS OF OFFICE          | MEMBER                                                     |
|---------------------------------------------------------------------|--------------------------|------------------------------------------------------------|
| <b>Voting Members</b>                                               |                          |                                                            |
| Vice-Chair, Registrar (or designate)                                | On-going                 | David Johnston                                             |
| <i>9 faculty members approved by Senate, at least 2 from Senate</i> |                          |                                                            |
| Faculty member of Senate                                            | 08-01-2015 to 07-31-2018 | Maria Bos-Chan, Faculty of Access and Continuing Education |
| Faculty member of Senate                                            | 08-01-2016 to 07-31-2019 | Teresa Arroliga Piper, Faculty of Humanities               |
| Faculty                                                             | 08-01-2016 to 07-31-2018 | Samantha Pattridge, Faculty of Humanities                  |
| Faculty                                                             | 08-01-2016 to 07-31-2018 | Emilio Landolfi, Faculty of Health Sciences                |
| Faculty                                                             | 08-01-2016 to 07-31-2018 | Adrianna Bakos, Faculty of Humanities                      |
| Faculty                                                             | 08-01-2016 to 07-31-2018 | Eric Spalding, Faculty of Social Sciences                  |
| Faculty                                                             | 08-01-2016 to 07-31-2018 | Nancy Goad, Faculty of Health Sciences                     |
| Faculty                                                             | 08-01-2016 to 07-31-2018 | Ben Vanderlei, Faculty of Science                          |
| Faculty                                                             | 08-01-2016 to 07-31-2018 | Ceilidh Hart, Faculty of Humanities                        |
| 2 deans or associate deans, approved by Senate                      | 08-01-2015 to 07-31-2018 | John English, Faculty of Applied & Technical Studies       |
|                                                                     | 08-01-2015 to 07-31-2018 | Sue Brigden, Faculty of Access and Continuing Education    |
| 1 academic advisor                                                  | 08-01-2016 to 07-31-2018 | Rhonda Colwell, Academic Advisor                           |
| 1 staff member, approved by Senate                                  | 08-01-2016 to 07-31-2018 | Simon Xi, UVF International                                |
| 2 undergraduate students, approved by Senate                        | 08-01-2016 to 07-31-2017 | Jared De Bruin, BA, History (Senator)                      |
|                                                                     | 08-01-2016 to 07-31-2018 | Arashpreet Tamber, BSc                                     |
| Director, Teaching and Learning (or designate)                      | On-going                 | Mary Saudelli (designate)                                  |
| University Librarian (or designated librarian) (ex officio)         | On-going                 | Heather Compeau (designate)                                |
| <b>Ex-Officio Non-Voting Member</b>                                 |                          |                                                            |
| Provost & Vice-President, Academic (or designate)                   | On-going                 | Peter Geller (designate to July 31, 2018)                  |
| AVP, Engagement & Graduate Studies (or designate)                   | On-going                 | Kirsten Robertson (designate)                              |
| Executive Director, International Education                         | On-going                 | David McGuire                                              |
| Senior Advisor on Indigenous Affairs                                | On-going                 | Shirley Hardman                                            |
| Manager, Enrolment Planning                                         | On-going                 | Donna Alary                                                |
| AVP, Institutional Research and Integrated Planning                 | On-going                 | Vladimir Dvoracek                                          |
| Director, Advising Centre                                           | On-going                 | Elaine Newman                                              |
| Coordinator, Program Development and Quality Assurance              | On-going                 | Bruce Kirkley                                              |
| <b>Administrative Support</b>                                       |                          |                                                            |
| UEC Assistant/Calendar Editor, Office of the Registrar              |                          | Amanda Grimson                                             |

**CURRENT MEMBERSHIP: 25 members - 18 voting members and 7 non-voting members**
**Quorum: Fifty percent (50%) of voting membership** (not including vacancies)

Current as of November 4, 2016