

ACADEMIC COUNCIL



Thursday, 14 January 2021

4:00 – 6:00 p.m.

ZOOM

	DISCUSSION ITEM	STATUS	
1.	Call to Order	Chair	
2.	Agenda	For Approval – Chair	Attachment
3.	Minutes of 10 December 2020	For Approval (Motion)	Attachment
4.	Membership – New Community Member	For Approval (Motion)	
5.	Committee Reports 5.1 Co-Curricular Committee 5.2 Convocation Committee 5.3 Curriculum Committee 5.3.1 Curriculum Committee Minutes of 16 December 2020 5.4 Distance Education Committee 5.5 Program Review Committee 5.6 Research Planning Committee 5.7 Student Awards Committee 5.8 Fast Track Committee 5.9 Alumni Committee	For Approval (Motion)	Attachments
7.	Open Discussion		
8.	Adjournment		

NEXT MEETING – Thursday, February 11, 2021



**ACADEMIC COUNCIL MEETING MINUTES
10 December 2020**

Members:

Council Chair: Julia Dutove
Council Vice-Chair: Emma Doris

President: Robert Murray | **Notice of Absence**

Vice-President Academics and Research: John Rigby | **Notice of Absence**

Deans: Vanessa Sheane | **Notice of Absence**

Mark Heartt

Aman Litt

Academic Staff Association: Julia Dutove

Lesley Brazier

Jeremy Parker

Breianne Renyk

Craig Smith

Misha Albert

Kieren Bailey

Deena Honan

Myles Mintzler

Elena Voskovskaia

Alternates Peter Sellers

Tamara Van Tassell

Riley Buker

Mandy Pollock

Shawn Morton

Students' Association: Emma Doris

Devansh Kapur

Brooklyn Broaders

John Tiede

Hailey Hayter

Jasmeet Minhas | **Notice of Absence**

Danielle Laurin | **Notice of Absence**

Employees' Association: Lana Bennett

Chad Boone

Alternate Lisa Hollis

Alberta Union of Provincial Employees: Stacey Basnett

Lynette Tye

Community Members:

Nick Radujko
Sandra Impey

**|Absent -Resigned
email notification**

Guests:

Wanda Moen
Tanya Lopez

DRAFT

4097 CALL TO ORDER

The Chair called the ZOOM Academic Council meeting to order at 4:02 p.m.

4098 AGENDA

MOVED by Craig Smith, **SECONDED** by Deena Honan that the agenda be approved as presented.

CARRIED

4099 MINUTES OF 12 NOVEMBER 2020

MOVED by Aman Litt, **SECONDED** by Craig Smith that the Minutes of 12 November 2020 be approved as presented with the following change: Nick Radujko attended the 12 November 2020 meeting.

CARRIED

4100 COMMITTEE APPOINTMENTS

As Craig Smith was inadvertently missed on the slate for Curriculum Committee membership at the October 8, 2020 Academic Council meeting, the Chair asked that a motion be made to amend the Minutes.

MOVED by Craig Smith, **SECONDED** by Emma Doris that the Academic Council Minutes of 8 October 2020 be amended to include Craig Smith as the alternate Arts and Education department member on the Curriculum Committee.

CARRIED

It was noted at the October 8, 2020 Academic Council meeting, it was noted that any additional members for any of the sub-committees of Academic that they would be forwarded to the Vice-President Academic and Research for approval.

The Chair provided, for information, an update to Council members on the following representatives approved by the Vice-President Academic and Research:

- Student Awards Committee – Emma Doris
- Student Awards Committee – John Tiede
- Convocation Committee – Freddy Norris

4101 COMMITTEE REPORTSCurriculum Committee

Academic Council received the 21 October 2020 Curriculum Committee minutes as information.

MOVED by Deanna Honan, **SECONDED** by Kieren Bailey that, Academic Council approve the recommendations contained within the 21 October 2020 Curriculum Committee Minutes.

CARRIED

In approving the 21 October 2020 recommendations of the Curriculum Committee, the following recommendations were approved:

PEAK

PE2940 3(1-2-0)UT 45 Hours 15 Weeks A Conceptual Approach to Physical Activity

Approve a change to the hour distribution for PE2940 from (1-2-0) to (0-0-3)

Nursing Education and Health Studies

Bachelor of Science in Nursing

Approve a change to the calendar description for the Bachelor of Science in Nursing program removing WHMIS as a requirement and replacing CPR-HCP with CPR-BLS on page 154 of the current academic calendar.

Bachelor of Science in Nursing

Approve a change to calendar description for the Bachelor of Science in Nursing program, removing “Third Year (30 credits)” on page 157 of the current academic calendar.

NS3070 Acute Care Nursing Theory

NS3080 Acute Care Nursing Practice I

NS3090 Mental Health Nursing Theory

NS3100 Mental Health Nursing Practice

Approve the deletion of NS3070, NS3080, NS3090, and NS3100 from course offerings effective July 1, 2021.

Human Services

CD1045 3(0-2-28) 126 Hours 15 Weeks Seminar, 12 Weeks Practicum I

Approve a change to the course description for CD1045 to “Number of practicum weeks and the structure of the practicum may be adjusted for regional and part-time students based upon practicum placement and student needs”.

TA2100 3 (5.5-0-0) 45 Hours 8 Weeks Exceptionalities in School Age Children

Approve a change to the number of hour distribution and weeks for TA2100 from (5.5-0-0) 8 Weeks to (3-0-0) 15 Weeks.

Business and Office Administration

OA1155 3(3-0-1.5) 67.5 Hours 15 Weeks Access and PowerPoint Expert

Approve a change to the course description for OA1155 to “This course covers expert level concepts and techniques of PowerPoint and Outlook through lectures, demonstrations, and hands on practical applications. Students will master the software concepts required to gain the Microsoft Office Certification in PowerPoint and Outlook. This course will also provide training in remote working technologies such as Zoom, Microsoft Teams, SharePoint, OneDrive, and Adobe Acrobat”.

Business Administration Diploma

Approve a change to the Business Administration Diploma 2nd year courses to “BA2540 Introduction to Business Macroeconomics (3) and Nine Approved Business Administration Electives (Up to two can be approved non-business elective courses)”.

Business Administration Diploma – Accounting Major

Approve a change to the Business Administration Diploma – Accounting Major removing AC4600 as a recommended option.

Business Administration Diploma – Financial Service Major

Approve a change to the Business Administration Diploma – Financial Service Major changing the recommended options as presented.

Business Administration Diploma – Management Major

Approve a change to the Business Administration diploma - Management Major removing BA2000 and adding BA2610 as a required course.

Business Administration Diploma – Marketing Major

Approve a change to the Business Administration Diploma – Marketing Major changing the required courses and recommended options as presented.

AC3510 Intermediate Accounting I

Approve the deletion of AC3510 from course offerings.

MK3960 Introduction to Marketing

Approve a change to the prerequisites for MK3960 from “MA1130, EC1010, and EC1020 or consent of the instructor” to “EC1010”.

MK4060 Consumer Behaviour

Approve the deletion of MK4060 from course offerings.

Curriculum Committee

Academic Council received the 18 November 2020 Curriculum Committee minutes as information.

MOVED by Deena Honan and **SECONDED** by; Kieren Bailey that, Academic Council approve the recommendations contained within the 18 November 2020 Curriculum Committee Minutes.

CARRIED

In approving the 18 November 2020 recommendations of the Curriculum Committee, the following recommendations were approved:

Terms of Reference

Approve changes to the Terms of Reference as presented.

Course Outline Template – Winter 2021

Approve the Winter 2021 Course Outline Template as presented with the removal of specific transfer information and the addition of “Please consult the Alberta Transfer Guide for more information. You may check to ensure the transferability of this course at the Alberta Transfer Guide main page <http://www.transferalberta.ca>.

** Grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability” to the template.

Academic Upgrading

AD0102 Workplace Essential Skills

CP0105 Computer Applications I

EN0132 English 30-2 Grade 12 Equivalent

SC0130 Science Grade 12 Equivalent

SL0090 Social Studies Grade 9 Equivalent

SL0120 Social Studies Grade 11 Equivalent

SL0130 Social Studies Grade 12 Equivalent

Approve the updated course outlines for these courses.

Fine Arts

DD1160 Digital Imagery 3D I / DD1170 Digital Imagery 3D II

Approve the deletion of DD1160 and DD170 from course offerings effective July 1, 2021.

DD1211 Applied Music I

Approve a change to the course number for DD1211 to MU1211 and a change to the course description to “This course provides private study in a principal instrument or voice. A brief performance for the faculty of the department is required at the end of each semester. This course is restricted to students in the Music Technology program. This is a two-term course offered over fall/winter terms. It is identifiable in the Schedule of courses (Timetable) with a Part A and a Part B. Students must register in both the Part A and the Part B of all types of sections offered (sections, labs, seminars, etc.) for this course” effective July 1, 2021.

DD1211 Applied Music I

Delete DD1211 Applied Music I from course offerings effective July 1, 2021.

DD1350 Introduction to Photography

Approve the deletion of DD1350 from course offerings effective July 1, 2021.

DD1421 Electroacoustic Ensemble I

Approve a change to the course code for DD1421 to MU1421 effective July 1, 2021.

DD1421 Electroacoustic Ensemble I

Approve the deletion of DD1421 from course offerings effective July 1, 2021.

DD2211 Applied Music II

Approve a change to the course code for DD2211 to MU2211 effective July 1, 2021.

DD2211 Applied Music II

Approve the deletion of DD2211 from course offerings effective July 1, 2021.

DD2270 Interactive Digital Media I**DD2280 Static Media Bitmap**

Approve the deletion of DD2270 and DD2280 from course offerings effective July 1, 2021.

DD2421 Electroacoustic Ensemble II

Approve a change to the course code for DD2421 to MU2421 effective July 1, 2021.

DD2421 Electroacoustic Ensemble II

Approve the deletion of DD2421 from course offerings effective July 1, 2021.

DR1910 Introduction to Stagecraft**DR1920 Topics in Stagecraft: Lighting and Sound****DR1930 Topics in Stagecraft: Set Construction****DR2201 Production II****ID1250 Topics in Interdisciplinary Studies**

ID3261 Contemporary Culture Now I**ID3262 Contemporary Culture Now II**

Approve the deletion of DR1910, DR1920, DR1930, DR2201, ID1250, ID3261, and ID3262 from course offerings effective July 1, 2021.

Science**CH1640 Organic Chemistry I****ES1050 The Dynamic Earth Through Time****CH2750 Physical Chemistry****MA2280 Introduction to Ring Theory****PALE401 Paleontology Lab Techniques****MA2410 Geometry****PALE400 Paleontology Field School****MA2220 Introduction to Discrete Mathematics****ES2070 Mass Extinction and Dinosaurs****PC2300 Electricity and Magnetism****CS1000 Computer Programming for Engineers**

Approve the deletion of CH1640, ES1050, CH2750, MA2280, PALE401, MA2410, PALE400, MA2220, ES2070, PC2300, and CS1000 from course offerings effective July 1, 2021.

4102 MOTION TO AMEND 8 OCTOBER 2020 MOTION APPROVING SUB-COMMITTEES OF ACADEMIC COUNCIL

Whereas the action of Academic Council on October 8, 2020 to approve the Academic Council Subcommittee members approved three academic deans to serve on the Program Review Committee rather than only one dean as required by the committee's Terms of Reference, the Chair asked for a motion to amend the October 8, 2020 Academic Council meeting motion approving the Academic Council Sub-Committee membership as presented.

MOVED by Craig Smith, **SECONDED** by Kieren Bailey that the following motion from the October 8, 2020 meeting be amended as follows:

MOVED BY JULIA DUTOVE, SECONDED BY DEENA HONAN THAT ACADEMIC COUNCIL APPROVE THE RECOMMENDED ACADEMIC COUNCIL SUB-COMMITTEE MEMBERS, WITH THE EXCEPTION THAT DR. BRIAN REDMOND BE APPROVED AS THE ONLY DEAN ON THE PROGRAM REVIEW COMMITTEE. ANY SUB-COMMITTEE MEMBERSHIP VACANCIES SHALL BE FILLED BY THE APPROVAL OF THE VICE-PRESIDENT, ACADEMIC AND RESEARCH.

CARRIED

4103 OPEN DISCUSSION/INTRODUCTIONS

The following new members were introduced:

- Mr. Mark Heartt, Dean, School of Trades, Agriculture and Environment
- Ms. Terri Kettner, Executive Assistant to the Vice-President Academic and Research
- Ms. Tanya Lopez, Registrar

4104 ADJOURNMENT

MOVED by Craig Smith, **SECONDED** by Kieren Bailey that the meeting be adjourned.

CARRIED

The meeting was adjourned at 4:18 pm.

Julia Dutove, Chair

Terri Kettner, Records

4097 CALL TO ORDER 3169
4098 AGENDA 3169
4099 MINUTES OF 12 NOVEMBER 2020 3169
4100 COMMITTEE APPOINTMENTS..... 3169
4101 COMMITTEE REPORTS 3169
**4102 MOTION TO AMEND 8 OCTOBER 2020 MOTION APPROVING SUB-
COMMITTEES OF ACADEMIC COUNCIL 3174**
4103 OPEN DISCUSSION-INTRODUCTIONS 3175
4104 ADJOURNMENT 3175

DRAFT

CURRICULUM COMMITTEE MEETING**ITEM 5.3.1**

Date: December 16, 2020

Time: 4 – 5:30pm

Location(s): Zoom

Chair: Aman Litt

RECORDS: Shawna Boyd

INVITEES: (* Notice of Absence)

Robert Murray	President and CEO, Ex Officio*
John Rigby	VP Academic and Research
Brian Redmond	Dean, School of Arts, Science and Upgrading
Vanessa Sheane	Dean, School of Health, Wellness and Career Studies
Mark Heartt	Dean, School of Trades, Agriculture and Environment
Tanya Lopez	Registrar
Jennifer Robertson	Associate Registrar, Advising & Articulation
Luc Boyer	Manager, Institutional Planning and Research
Emma Doris	1 Representative from Students' Association
TBD	1 Representative from Students' Association
TBD	1 Representative from Students' Association
Tina Strasbourg	1 Representative from Arts & Education
Nicoletta Harabor	1 Representative from Academic Upgrading
Abby Head	1 Representative from Department of Business and Office Administration
Valerie Ostara	1 Representative from Department of Human Services
Julia Dutove	1 Representative from Department of Physical Education and Kinesiology
Louise Rawluk	1 Representative from Department of Nursing
Les Rawluk	1 Representative from Department of Science
Robert Howey	1 Representative from Fine Arts
Dave Hiebert	1 Representative from Automotive, Motorcycle and Powersport Department
Clint Peterson	1 Representative from Heavy Equipment Department
Clint Derocher	1 Representative from Electrical, Industrial Mechanical & Parts
Karlee Worobetz	1 Representative from Animal Health Sciences
Brent Boutilier	1 Representative from Construction, Fabrication and Operations Department

Department	Course/Item	Approval Requested:
1.0	Agenda	Approve
Arts, Science and Upgrading		
2.0	Arts and Education	
2.1	AN2050 Introduction to Biological Anthropology	Add new course
2.2	AN2060 Introduction to Archaeology	Remove prerequisite
2.3	AN2270 Indigenous and Cultural Minorities in the Modern World	Remove prerequisite
2.4	PH3000 Feminist Philosophy	Remove prerequisite
Health, Wellness and Career Studies		
3.0	Human Services	
3.1	Early Learning and Child Care	Modify admission requirements
3.2	HS1203 Interpersonal Communication in the Workplace	Modify course hours
3.3	TA1231 Speech and Language Interventions	Remove prerequisite
3.4	TA1236 Remedial Reading and Mathematics	Remove prerequisite
Trades, Agriculture and Environment		
4.0	Power Engineering	
4.1	POF 301 Third Class Part A1	Modify course weeks
5.0	Beekeeping	
5.1	BK101 Basic Apiary and Field Skills	Delete course
5.2	BK110 Technical Woodworking	Delete course
5.3	BK122 Introductory Botany	Delete course
5.4	BK132 Honey Bee Biology	Delete course
5.5	BK133 Introduction to Bee Disease and Management	Delete course
5.6	BK134 Hive Management for Honey Production	Delete course
5.7	BK135 Queen Rearing	Delete course
5.8	BK199 Work Experience Preparation	Delete course
5.9	BK200 Beekeeping Work Experience	Delete course
5.10	BK210 Integration and Professional Development	Delete course
5.11	BK310 Food Safety and Regulations for Beekeepers	Delete course
5.12	BK320 Business of Bees	Delete course
5.13	BK331 Adv Management Options for Beekeepers	Delete course
5.14	BK332 Product Processing Packaging Marketing	Delete course
5.15	BK333 Processing and Packaging Field Trip	Delete course
5.16	BK361 Integrated Pest Management	Delete course
5.17	BK365 Bees and the Environment	Delete course
6.0	General Mechanic, Pre-Employment	
6.1	HA100 Welding	Delete course
6.2	HA131 Workshop Practices I	Delete course

6.3	HA141 Basic Engines	Delete course
6.4	HA151 Hydraulics	Delete course
6.5	HA161 Suspension and Steering	Delete course
6.6	HA181 Basic Materials, Tools, and Skills	Delete course
6.7	HA201 Hydraulic Brake Systems	Delete course
6.8	HA212 Public Relations, Work Habits, Ethics, Related Subjects	Delete course
6.9	HA220 Work Practicum	Delete course
6.10	HA231 Workshop Practices II	Delete course
6.11	HA291 Electrical I	Delete course
6.12	HA292 Electrical II	Delete course
6.13	HA293 Heavy Duty Air and Hydraulic Brake Systems	Delete course
7.0	Heavy Equipment Certificate	
7.1	HE1100 Safety Materials and Tools	Delete course
7.2	HE1200 Suspension Wheels and Systems	Delete course
7.3	HE1300 Hydraulic Brake Systems	Delete course
7.4	HE1400 Electrical I and Electronic I	Delete course
7.5	HE1500 Hydraulics	Delete course
7.6	HE1600 Air Brakes	Delete course
7.7	HE2100 Engine Fundamentals Service and Repair	Delete course
7.8	HE2200 Engine Systems	Delete course
7.9	HE2300 Diesel Fuel Injection Systems	Delete course
7.10	HE2400 Electronic Fuel Management	Delete course
7.11	HE2500 Heavy Duty Charging and Cranking Systems	Delete course
7.12	HE2600 Special Activities	Delete course
8.0	Heavy Equipment Program	
8.1	ThinkBIG	Modify admission requirements
9.0	Outdoor Power Equipment Technician, Pre-Employment	
9.1	SM100 Power Equipment Theory	Delete course
9.2	SM105 Power Equipment Shop	Delete course
9.3	SM250 Marine Outboard Theory	Delete course
9.4	SM255 Marine Outboard Shop	Delete course
10.0	Adjournment	

IMPORTANT DATES TO CONSIDER:

Next Curriculum Committee Meeting: January 20, 2021

Deadline for Agenda Items: January 6, 2021

******These agenda items will not make the cut off for the printed 2021-2022 Academic Calendar but will be updated on the GPRC Website******

Program Changes (load changes; name changes and reactivations) - March 1st (4 months before July 1st effective date)

New Certificates and Diplomas - January 1st (6 months before July 1st effective date)

Program Suspensions and Terminations - March 1st (4 months before July 1st effective date)

New Degree Programs or Specializations - January 1st (18 months before effective date)



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 2.1	CURRENT	Only fill in current information in those boxes where changes are proposed			PROPOSED	ALL boxes must be filled in (use n/a when no information applies)		
Course Number/Code:					AN2050 (New Course)			
Course Name/Title:					Introduction to Biological Anthropology			
Program(s) course associated with:					Arts & Education, University Transfer			
Course Description:					This course covers the basics of our origins and all the spectacular biological diversity we see around us in the modern human species, from an anthropological perspective. Students will be introduced to fundamental concepts in evolutionary theory, genetics, demography, and the various ways that human diversity has been understood and interpreted. This course is an exciting overview of humans, biologically, from our origins to who we are today.			
# of Credits:					3			
Total Course Hours:					45			
Total Weeks of Course:					15			
Hours Distribution (i.e. 3-0-3):	Lecture	Seminar	Lab		Lecture	Seminar	Lab	
					3	0	0	
Other Hours (i.e. clinical hours):	Type	Hours		Type	Hours			
				n/a	n/a			
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input checked="" type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail				
Pre-Requisites:				n/a				
Co-Requisites:				n/a				
Work Experience	Hours			Hours	n/a			
	Paid	Choose an item.		Paid	Choose an item.			
	Unpaid			Unpaid				
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021				
Justification	To add a broader variety of anthropology courses to the existing courses available to students.							
Date motion to make this change was passed at Department Meeting: November 4, 2020								
Transfer	This course is being submitted for transfer consideration <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No							
	IF YES:	1) Minimum Instructor Qualifications: Phd Discipline (Please Specify) Anthropology						
		2) On which institution and/or course is this course based? This course aligns with courses at U of A, U of C, U of L, MRU, AU, St. Mary's University, and MacEwan University.						

Application for Academic Course Changes

		<p>3) Specify the course you are requesting from each receiving institution:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">U of A ANTHR209</td> <td style="width: 50%;">U of C ANTH201</td> </tr> <tr> <td>U of L ARKY3600</td> <td>Athabasca ANTH278</td> </tr> <tr> <td>MacEwan University ANTH209</td> <td></td> </tr> <tr> <td>Mount Royal University ANTH1101</td> <td></td> </tr> <tr> <td>Other St. Mary's University Anthropology 1280</td> <td></td> </tr> </table>	U of A ANTHR209	U of C ANTH201	U of L ARKY3600	Athabasca ANTH278	MacEwan University ANTH209		Mount Royal University ANTH1101		Other St. Mary's University Anthropology 1280	
U of A ANTHR209	U of C ANTH201											
U of L ARKY3600	Athabasca ANTH278											
MacEwan University ANTH209												
Mount Royal University ANTH1101												
Other St. Mary's University Anthropology 1280												

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	Yes
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <u><i>DNowicki</i></u> <small>DNowicki (Nov 4, 2020 15:52 MST)</small>		
Chair, Library (if required)	Chairperson Comments: Getting quote for fulltext database - AnthroSource	
	Chairperson Signature: <i>Karen Bailey</i>	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <i>R. K. Kell</i>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		












AN2050 Application for Course Change

Final Audit Report

2020-12-02

Created:	2020-11-04
By:	Sharla King (sking@gprc.ab.ca)
Status:	Signed
Transaction ID:	CBJCHBCAABAAarUR-ZirUVYGMT_TOoTYmtAohjvRVPvE

"AN2050 Application for Course Change" History

-  Document created by Sharla King (sking@gprc.ab.ca)
2020-11-04 - 9:43:10 PM GMT- IP address: 192.139.30.254
-  Document emailed to DNowicki (dnowicki@gprc.ab.ca) for signature
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-  Document signing delegated to BRedmond@GPRC.ab.ca by Wanda Moen (wmoen@gprc.ab.ca)
2020-11-04 - 11:20:26 PM GMT- IP address: 192.139.30.254
-  Document emailed to BRedmond@GPRC.ab.ca for signature
2020-11-04 - 11:20:26 PM GMT



**DEPARTMENT OF ARTS AND EDUCATION
COURSE OUTLINE – FALL/WINTER/SPRING 20XX**

AN2050: Introduction to Biological Anthropology – 3 (3-0-0) 45 Hours for 15 Weeks

INSTRUCTOR: Dr. Shawn Morton **PHONE:** (780) 539-2830
OFFICE: C402 **E-MAIL:** smorton@gprc.ab.ca
OFFICE HOURS: Mon & Tues, 13:00-14:15

CALENDAR DESCRIPTION:

This course covers the basics of our origins and all the spectacular biological diversity we see around us in the modern human species, from an anthropological perspective. Students will be introduced to fundamental concepts in evolutionary theory, genetics, demography, and the various ways that human diversity has been understood and interpreted. This course is an exciting overview of humans, biologically, from our origins to who we are today.

PREREQUISITE(S)/COREQUISITE:

None

REQUIRED TEXT/RESOURCE MATERIALS:

Fuentes, Augustin (2018) *Biological Anthropology: Concepts and Connections – 3rd Edition*. McGraw-Hill Higher Education.

DELIVERY MODE(S):

Lecture and discussion

COURSE OBJECTIVES:

In this course, you will learn the basics of biological anthropology: the study of human diversity from an anthropological perspective. As the semester progresses, we will define and explain primate evolution and what we can learn of ourselves from the study of modern primate populations. We will describe and explain the evolution of humans from *Australopithecines* to *Homo sapiens*, and we will evaluate the importance and fidelity of biological and cultural concepts of race. Importantly, we will embed the course material within fundamental questions of ethics related to the study of the human body.

Moreover, this course fits within a liberal studies framework, as such it seeks to challenge students to gain a deeper understanding of the natural environment, the world's peoples, diversity of traditions, and legacies created by the dynamics and tensions that shape our world. A liberal studies course is also intended to provide a broad range of knowledge and to develop an awareness of different ethnic groups and historical contexts on the global stage.

LEARNING OUTCOMES:

1. Students will describe the differences between scientific and non-scientific viewpoints with respect to fundamental topics such as human origins, race, etc.
2. Students will explain the basics of evolutionary theory and human genetics.

3. Students will demonstrate an understanding of, and describe, the human evolutionary record.
4. Students will explain what non-human primates can tell us about ourselves and the world.
5. Students will demonstrate an understanding of the scientific position on human biodiversity.
6. Students will describe the relevance of biological anthropology to the modern world.

TRANSFERABILITY:

This course is considered a University Transferable Course; however, the student has the final responsibility for ensuring the transferability of this course to Alberta Colleges and Universities.

Please consult the Alberta Transfer Guide for more information. You may check to ensure the transferability of this course at the Alberta Transfer Guide main page <http://www.transferalberta.ca>

**** Grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability and transferable grades.**

EVALUATIONS:

You will be graded on:	Total Assignments	Points Each	Total Points	% of Grade
Reading Quizzes	5	5 pts	25 pts	10%
Media Assignments	4	20 pts	80 pts	30%
Journal Entries	4	20 pts	80 pts	30%
Final Exam	1	80 pts	80 pts	30%
Total Points for Grade	-	-	265 pts	-

RQ – Reading quizzes (25 points total – 5 points each)

You will be given 5 reading quizzes covering chapters in our textbook throughout the semester. Each quiz will consist of multiple-choice questions. These quizzes will be administered on our myClass page. **Quizzes will always open Mondays at 8 am and close Sundays at 11:59 pm.** You will have **ONE chance** to take your quiz and 30 minutes to take it, **it is important that you have read the chapter(s) before attempting to take the quiz.** Once the window of opportunity to take the quiz is closed you will not receive another chance. If you do not have reliable internet at your dorm/apartment, you must go to the library (or another reliable connection) to take the quizzes, plan accordingly.

MA – Media Assignments (80 points total – 20 points each)

Every day, all over the world, biological anthropologists of every stripe are discovering the secrets of our shared biological heritage and helping to provide context to our modern world. These assignments are intended to highlight the status of biological anthropology as a living, dynamic, and vibrant discipline. With this in mind, over the course of the semester you will be expected to write up four brief summaries (each approximately 500-700 words; about 1 page single-spaced) on “tales of bioanthropological discovery” covered by the popular media. Further, I want you to tell me what **you think** about the discoveries. How well was the discovery covered? Did you find the argument(s) convincing? Was enough information provided to allow you to evaluate the scientific merits of the argument? What more would you have liked to know? **Ensure that you choose a story with sufficient detail to meet these guidelines.** You must cite your article in a format that allows me to locate it (i.e. author, title, webpage, link, etc.). Feel free to use any source, from televised media, to

traditional print and web pages. Summaries must be turned in via our myClass page. **Media Assignments will open Mondays at 8 am and close Sundays at 11:59 pm.**

JE – Journal Entries (80 points total – 20 points each)

This semester you will complete 4 journal entries on our myClass page concerning important topics in our class. For these journal entries, you will be asked to watch a video on your own time. You will be directed to its location on the assignment (posted on our myClass page). After reviewing the information provided you will reflect on several associated questions (provided). You are expected to write at minimum between 500-700 words (one page, single-spaced). These entries are meant for you to express your thoughts and ideas about topics we have covered in class. **I expect them to be thoughtful.** Be sure you use proper grammar and sentence structure. No point form. Do not simply “vomit words” onto the page, instead, invest energy in thinking about the question(s) asked. Then thoroughly discuss how you understood the concept(s). **Journal Entries will open Mondays at 8 am and close Sundays at 11:59 pm.**

Final Exam (80 points total)

As per college guidelines, you will have a registrar scheduled final exam worth 30% of your final grade. Check online for scheduling. You **MUST** be present at the exam in order to receive credit. Your exam will be worth 80 points and consist of your response to an essay question provided in advance. **Make-up exams will only be given at the instructor’s discretion.**

Extra Credit (up to 25 points)

Extra credit is as stated, extra points above and beyond your regular class assignments. These points are somewhat easy to acquire, but in order to receive any point you must do exactly as asked. One sure fire way to receive extra credit is by **coming to my office hours for a chat** (worth 5 points, one time). Other opportunities will be announced throughout the semester.

GRADING CRITERIA:

Please note that most universities will not accept your course for transfer credit **IF** your grade is **less than C-**.

Alpha Grade	4-point Equivalent	Percentage Guidelines	Alpha Grade	4-point Equivalent	Percentage Guidelines
A+	4.0	90-100	C+	2.3	67-69
A	4.0	85-89	C	2.0	63-66
A-	3.7	80-84	C-	1.7	60-62
B+	3.3	77-79	D+	1.3	55-59
B	3.0	73-76	D	1.0	50-54
B-	2.7	70-72	F	0.0	00-49

COURSE SCHEDULE/TENTATIVE TIMELINE:

Week	Topic	Reading
Module 1: The Basics of Biological Anthropology		
Week 1	Introduction to course: what is anthropology, biological anthropology, and science?	Syllabus, Intro.
Week 2	Theory: our origins and variation	Ch. 1
Week 3	Genetics: an anthropologist's approach	Ch. 3
Week 4	Macro-evolutionary processes	Ch. 4
Week 5	Primatology as biological anthropology	Ch. 5
Week 6	Osteology and the fossil record	Ch. 2
Week 7	Archaeology, dating, and taphonomy applied to biological anthropology	Ch. 6
Module 2: Our Evolutionary Journey and Understanding Human Variation		
Week 8	Primate evolution: speciation and adaptation to varying environments	Ch. 6
Week 9	Becoming bipedal apes: skeletal changes and our earliest ancestors	Ch. 7
Week 10	Early Hominin ancestors in Africa: skeletal morphologies and behaviours	Ch. 7
Week 11	The genus Homo, and new technologies	Ch. 8
Week 12	Neanderthals, modern humans, and our movement around the world	Ch. 9
Week 13	Race and human adaptation: why race is not supported by biology	Ch. 10
Module 3: Biological Anthropology Applied		
Week 14	The ethics of studying the human body	TBA
Week 15	Forensic anthropology: biological anthropology in the service of justice	TBA
Final Exam	Check online for date, time, and place of your final exam.	

STUDENT RESPONSIBILITIES:

You are responsible for all assigned readings, all posted/presented lecture materials, videos, assignments, and any relevant class discussions. If you do not understand information from the lecture or the textbook, you are expected to ask me or your fellow classmates questions to help you understand the material better. Content covered in lecture periods are largely independent of the textbook, some of the information provided in them may be directly from the book, but in many instances, there will be extra information to assist in your learning and to provide you with up-to-date information or alternative interpretations. You may be tested on all information presented in this course.

Late Assignment/Make-up Policy: Late assignments/exams will not be accepted, except under very unusual circumstances with instructor permission.

A note about etiquette: College is a time for you to learn professional standards for email correspondence. In the real world if you send an email to a colleague or employer and it is inappropriate or unprofessional you may not receive the results you intended. With this in mind, please be respectful and courteous when corresponding with me and I will treat you in kind.

STATEMENT ON PLAGIARISM AND CHEATING:

Cheating and plagiarism will not be tolerated and there will be penalties. For a more precise definition of plagiarism and its consequences, refer to the Student Conduct section of the College Calendar at <http://www.gprc.ab.ca/programs/calendar/> or the College Policy on Student Misconduct: Plagiarism and Cheating at <https://www.gprc.ab.ca/about/administration/policies>

****Note:** all Academic and Administrative policies are available on the same page.



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 2.2	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed	PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)
Course Number/Code:	AN2060		n/a	
Course Name/Title:			n/a	
Program(s) course associated with:			n/a	
Course Description:			n/a	
# of Credits:			n/a	
Total Course Hours:			n/a	
Total Weeks of Course:			n/a	
Hours Distribution (i.e. 3-0-3):	Lecture	Seminar	Lab	Lecture Seminar Lab n/a n/a n/a
Other Hours (i.e. clinical hours):	Type	Hours	Type	Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail	
Pre-Requisites:	AN1010		Remove prerequisite	
Co-Requisites:			n/a	
Work Experience	Hours		Hours	n/a
	Paid	Choose an item.	Paid	Choose an item.
	Unpaid		Unpaid	
Effective Date (mm-dd-yy)	Click here to enter a date.		July 1, 2021	
Justification	Updating pre-requisite as it is not required to meet the expectations of the course.			
Date motion to make this change was passed at Department Meeting: November 4, 2020				
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No			
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)		
		2) On which institution and/or course is this course based?		
	3) Specify the course you are requesting from each receiving institution:			
	U of A		U of C	
	U of L		Athabasca	
	MacEwan University			
	Mount Royal University			
	Other			

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <u>DNowicki</u> <small>DNowicki (Nov 4, 2020 15:51 MST)</small>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <u>R. K. L.</u>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



**DEPARTMENT OF ARTS AND EDUCATION
COURSE OUTLINE – FALL/WINTER/SPRING 20XX**

AN2060: Introduction to Archaeology – 3 (3-0-0) 45 Hours for 15 Weeks

INSTRUCTOR: Dr. Shawn Morton **PHONE:** (780) 539-2830
OFFICE: C402 **E-MAIL:** smorton@gprc.ab.ca
OFFICE HOURS: Mon & Tues, 13:00-14:15

CALENDAR DESCRIPTION:

Basic principles of archaeology. Introduction to the nature, methods, and theory of anthropological archaeology, i.e. how archaeological remains are located, recovered, and interpreted. Emphasis in this course is on the principles of reconstruction of past societies from archaeological evidence.

PREREQUISITE(S)/COREQUISITE:

None

REQUIRED TEXT/RESOURCE MATERIALS:

Bahn, Paul & Colin Renfrew (2018) *Archaeology Essentials: Theories, Methods, and Practice*, 4th Ed. Thames & Hudson.

DELIVERY MODE(S):

Lecture and discussion

COURSE OBJECTIVES:

In this course, you will learn the basics of archaeology: the anthropological study of humanity through material culture. As the semester progresses, we will:

1. Introduce the discipline of archaeology, its general scope, interests, and frameworks.
2. Contextualize archaeology as an academic discipline and career/vocation.
3. Sketch a history of the discipline of archaeology and query where it may be going.
4. Introduce students to the formation processes that lead to the sites archaeologists find.
5. Highlight the conditions leading to variable preservation and explore the potential of excellent preservation.
6. Introduce the concept of survey and mapping in archaeology.
7. Explain why we care about the spatial dimension and associations of our finds.
8. Introduce the concepts of relative and absolute dating in archaeology.
9. Explore why we care about the temporal dimension and associations of our finds in local and global contexts
10. Introduce the concept of social complexity and define the various “levels” of Service’s model.
11. Explore the concept of social organization and some of the various markers of social status, hierarchy, and identity in the archaeological record.
12. Introduce the methods and data that allow archaeologists to look at ancient environments/ecosystems.
13. Explore various ways that humans made/found/extracted subsistence from the environment, and some of the consequences of the various strategies employed.

14. Introduce the methods and data that allow archaeologists to look at technology and material culture
15. Explore various ways that humans structured their economies.
16. Introduce the topic of bioarchaeology and the methods/datasets used by bioarchaeologists.
17. Introduce the topic of cognitive archaeology and the various methods and pieces of data that archaeologists use in an attempt to reconstruct the thoughts of past peoples.
18. Introduce the topic of culture/social/economic (etc.) change and how archaeologists study/model/interpret this change.
19. Introduce a discussion of ethics in archaeology.
20. Introduce the concept of “applied archaeology”.

Moreover, this course fits within a liberal studies framework, as such it seeks to challenge students to gain a deeper understanding of the natural environment, the world’s peoples, diversity of traditions, and legacies created by the dynamics and tensions that shape our world. A liberal studies course is also intended to provide a broad range of knowledge and to develop an awareness of different ethnic groups and historical contexts on the global stage.

LEARNING OUTCOMES:

By the end of this course, students will be able to:

1. Define ‘archaeology’ and articulate what distinguishes archaeology from other fields that study human beings.
2. Define ‘social science’ and articulate why archaeology is both scientific and humanistic.
3. Define ‘pseudo-science’ and demonstrate how it differs from scientific forms of inquiry.
4. Describe archaeology as a professional discipline; who archaeologists are, what they do, and where they find employment (i.e. the parent-pleasing questions).
5. Describe a history for the development of archaeology as a discipline. Where did it come from? Why do we do it?
6. Define ‘formation processes’ and articulate what distinguishes cultural from natural formation processes.
7. Describe the kinds of information that archaeologists can derive from their finds given appropriate preservation
8. Describe (in general terms) the process of finding and recording the “provenience” of archaeological sites, features, and objects.
9. Explain why association and attention to context is essential for archaeological interpretation.
10. Define both relative and absolute dating methods, both generally and specifically.
11. Describe the opportunities and limitations represented by various dating methods in archaeology.
12. Explain why association and attention to context is essential for archaeological interpretation. Further, they will be able to articulate how a control of the temporal dimension of the archaeological record allows for the production of narratives relevant to understanding cultural and social processes over time.
13. Describe the four most basic levels (and the material components) of Service’s model of social complexity.
14. Contrast the concepts of social “progress” with social “change.”
15. Describe some of the ways that social organization (including aspects such as status, power, prestige, and wealth) are inferred from the archaeological record and will demonstrate this knowledge in a related assignment.
16. Describe how archaeologists reconstruct ancient environments at various scales from the global to the local, including the plant and animal populations that characterize those environments.
17. Describe some of the ways that humans have extracted their subsistence from the available resources, and some of the pressures driving change in these strategies.

18. Explain some of the relationships between food production and social complexity.
19. Describe some of the ways that archaeologists go about analyzing material culture.
20. Describe some of the basic material correlates for different kinds of economy in the archaeological record.
21. Describe some of the kinds of information that archaeologists hope to learn from a close study of human remains.
22. Describe some of the basic methods for determining age, sex, health, and other biological characteristics from human remains.
23. Describe some of the ways that objects become symbols (i.e. carry meaning that might be ascertained).
24. Describe how the ancient Mayan hieroglyphic script was deciphered and the kinds of things it tells us.
25. Describe some of the ways that archaeologists explain change (from historical, processual, and post-processual perspectives).
26. Describe examples of process at work in ancient civilizations
27. Describe some of the ways that archaeological narratives (and other constructions of the past) are used and abused.
28. Describe the controversy and perspectives surrounding the study of human remains in North America.
29. Explain to their parents why a career in archaeology isn't as crazy as they might think.

TRANSFERABILITY:

This course is considered a University Transferable Course; however, the student has the final responsibility for ensuring the transferability of this course to Alberta Colleges and Universities.

Please consult the Alberta Transfer Guide for more information. You may check to ensure the transferability of this course at the Alberta Transfer Guide main page <http://www.transferalberta.ca>

**** Grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability and transferable grades.**

EVALUATIONS:

You will be graded on:	Total Assignments	Points Each	Total Points	% of Grade
Reading Quizzes	8	5 pts	40 pts	20%
Assignments	4	25 pts	100 pts	50%
Final Exam	1	60 pts	60 pts	30%
Total Points for Grade	-	-	200 pts	-

Reading quizzes (40 points total – 5 points each)

You will be given 8 reading quizzes covering chapters in our textbook throughout the semester. Each quiz will consist of multiple-choice questions. These quizzes will be administered on our myClass page. **Quizzes will always open Mondays at 8 am and close Sundays at 11:59 pm.** You will have **ONE chance** to take your quiz and 30 minutes to take it, **it is important that you have read the chapter(s) before attempting to take the quiz.** Once the window of opportunity to take the quiz is closed you will not receive another chance. If you do not have reliable internet at your dorm/apartment, you must go to the library (or another reliable connection) to take the quizzes, plan accordingly.

Assignments (4 assignments at 25 points each for 100 points total)

You will complete four minor assignments over the course of the semester. These assignments are intended to serve two primary purposes. First, they are intended to highlight the dynamic and developing possibilities within archaeological research and public dissemination. Second, they are intended to get you to engage critically and creatively with the materials that archaeologists produce (by writing short travelogues, reports, etc.). While the requirements of these assignments vary significantly with the topics covered and resources available, they are each intended to give you an opportunity to explore some of the various topics that archaeologists grapple with (their methods and subjects) in a less structured context. These are supposed to be fun, so jump in and enjoy!

Assignments are to be completed on our myClass page, and will open Mondays at 8 am of the week assigned and close Sundays at 11:59 pm (see due dates on schedule). Don't worry, no prep work is required!

Final Exam (60 points total)

You will have a scheduled final exam in this class, HOWEVER, your exam WILL NOT require you to be physically present at the college. This Exam will invoke concepts that are foundational to the discipline of archaeology, it will build on the material covered throughout the course. Your final exam will be worth 60 points and consist of an essay question and response that will be provided in advance. **Your final is to be completed on our myClass page, and will open on the Monday (at 8 am) of the last week of scheduled classes. The exam is due and will close by 11:59 pm on the date scheduled by the registrar. Your instructor will let you know when this information is available.**

Extra Credit (up to 10 points)

Extra credit is as stated, extra points above and beyond your regular class assignments. These points are somewhat easy to acquire, but in order to receive any point you must do exactly as asked. One sure fire way to receive extra credit is by **coming to my office hours for a chat** (worth 5 points, one time). Other opportunities will be announced throughout the semester.

GRADING CRITERIA:

Please note that most universities will not accept your course for transfer credit **IF** your grade is **less than C-**.

Alpha Grade	4-point Equivalent	Percentage Guidelines	Alpha Grade	4-point Equivalent	Percentage Guidelines
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B+	3.3	77-79	D+	1.3	55-59
B	3.0	73-76	D	1.0	50-54
B-	2.7	70-72	F	0.0	00-49

COURSE SCHEDULE/TENTATIVE TIMELINE:

Week	Date	Topic(s)	Format	Reading(s)
1	Sep. 2	Introduction to course.	Zoom	Syllabus
Homework:		Reading Quiz 1 - Due Sep. 6, 11:59 pm		
2.1	Sep. 7	Labour Day - No Classes		
Module 1: What Is Archaeology?				
2.2	Sep. 9	Archaeology as anthropology.	Zoom	
3.1	Sep. 14	The history of archaeology.	Zoom	Chapter 1
3.2	Sep. 16		On Your Own	
Homework:		Reading Quiz 2 - Due Sep. 20, 11:59 pm		
Module 2: What is Left?				
4.1	Sep. 21	Taphonomy and the nature of archaeological evidence.	Zoom	Chapter 2
4.2	Sep. 23		On Your Own	
Homework:		Assignment 1 - Due Sep. 27, 11:59 pm		
Module 3: Where?				
5.1	Sep. 28	Survey and excavation.	Zoom	Chapter 3
5.2	Sep. 30		On Your Own	
Homework:		Reading Quiz 3 - Due Oct. 4, 11:59 pm		
Module 4: When?				
6.1	Oct. 5	Dating methods and chronology.	Zoom	Chapter 4
6.2	Oct. 7		On Your Own	
Homework:		Reading Quiz 4 - Due Oct. 11, 11:59 pm		
7.1	Oct. 12	Thanksgiving - No Classes		
7.2	Oct. 14	Fall Break - No Classes		
Module 5: How were Societies Organized?				
8.1	Oct. 19	Social archaeology.	Zoom	Chapter 5
8.2	Oct. 21		On Your Own	
Homework:		Assignment 2 - Due Oct. 25, 11:59 pm		
Module 6: How did People Support Themselves?				
9.1	Oct. 26	Environment, subsistence, and diet.	Zoom	Chapter 6
9.2	Oct. 28		On Your Own	
Homework:		Reading Quiz 5 - Due Nov. 1, 11:59 pm		
Module 7: How did Technology Develop? How did It Spread?				
10.1	Nov. 2	Technology, trade, and exchange.	Zoom	Chapter 7
10.2	Nov. 4		On Your Own	
Homework:		Assignment 3 - Due Nov. 8, 11:59 pm		
Module 8: What were People Like?				
11.1	Nov. 9	The bioarchaeology of people.	Zoom	Chapter 8
11.2	Nov. 11	Remembrance Day - No Classes		
Homework:		Reading Quiz 6 - Due Nov. 15, 11:59 pm		
Module 9: What did People Think?				
12.1	Nov. 16	Cognitive archaeology.	Zoom	Chapter 9
12.2	Nov. 18		On Your Own	
Homework:		Reading Quiz 7 - Due Nov. 22, 11:59 pm		
Module 10: Why did Things Change?				
13.1	Nov. 23	Explanation in archaeology.	Zoom	Chapter 10
13.2	Nov. 25		On Your Own	
Homework:		Reading Quiz 8 - Due Nov. 29, 11:59 pm		
Module 11: Whose Past is It Anyway?				
14.1	Nov. 30	The ethics of archaeological inquiry.	Zoom	Chapter 11
14.2	Dec. 2		On Your Own	
Homework:		Assignment 4 - Due Dec. 6, 11:59 pm		
Module 12: How do we Future-Proof the Past?				
15.1	Dec. 7	Heritage management.	Zoom	Chapter 12
15.2	Dec. 9		On Your Own	
Final Exam - Due Date TBD				

STUDENT RESPONSIBILITIES:

You are responsible for all assigned readings, all posted/presented lecture materials, videos, assignments, and any relevant class discussions. If you do not understand information from the lecture or the textbook, you are expected to ask me or your fellow classmates questions to help you understand the material better. Content covered in lecture periods are largely independent of the textbook, some of the information provided in them may be directly from the book, but in many instances, there will be extra information to assist in your learning and to provide you with up-to-date information or alternative interpretations. You may be tested on all information presented in this course.

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STATEMENT ON PLAGIARISM AND CHEATING:

Cheating and plagiarism will not be tolerated and there will be penalties. For a more precise definition of plagiarism and its consequences, refer to the Student Conduct section of the College Calendar at <http://www.gprc.ab.ca/programs/calendar/> or the College Policy on Student Misconduct: Plagiarism and Cheating at <https://www.gprc.ab.ca/about/administration/policies>

****Note:** all Academic and Administrative policies are available on the same page.



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 2.3	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed		PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)	
Course Number/Code:	AN2270			n/a		
Course Name/Title:				n/a		
Program(s) course associated with:				n/a		
Course Description:				n/a		
# of Credits:				n/a		
Total Course Hours:				n/a		
Total Weeks of Course:				n/a		
Hours Distribution (i.e. 3-0-3):	Lecture	Seminar	Lab	Lecture	Seminar	Lab
				n/a	n/a	n/a
Other Hours (i.e. clinical hours):	Type		Hours	Type		Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		
Pre-Requisites:	A three-credit course in Social Science			Remove prerequisite		
Co-Requisites:				n/a		
Work Experience	Hours			Hours	n/a	
	Paid	Choose an item.		Paid	Choose an item.	
	Unpaid			Unpaid		
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021		
Justification	Updating pre-requisite as it is not required to meet the expectations of the course.					
Date motion to make this change was passed at Department Meeting: November 4, 2020						
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No					
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)				
		2) On which institution and/or course is this course based?				
	3) Specify the course you are requesting from <u>each</u> receiving institution:					
	U of A		U of C			
	U of L		Athabasca			
	MacEwan University					
	Mount Royal University					
	Other					

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <u>DNowicki</u> <small>DNowicki (Nov 4, 2020 15:51 MST)</small>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <u>K. Redd</u>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/>	Add to Curriculum Agenda	
<input type="checkbox"/>	Editorial. Add to Curriculum Agenda for Information only.	



**DEPARTMENT OF ARTS AND EDUCATION
COURSE OUTLINE – FALL/WINTER/SPRING 20XX**

AN2270: Indigenous and Cultural Minorities in the Modern World – 3 (3-0-0) 45 Hours for 15 Weeks

INSTRUCTOR: Dr. Shawn Morton **PHONE:** (780) 539-2830
OFFICE: C402 **E-MAIL:** smorton@gprc.ab.ca
OFFICE HOURS: Mon & Tues, 13:00-14:15

CALENDAR DESCRIPTION:

This course examines the survival of indigenous and minority cultures in various societies. Anthropological perspectives on relationships among race, class, culture and politics, and on genocide, ethnocide and the future of native peoples in the modern state are studied.

PREREQUISITE(S)/COREQUISITE:

None

REQUIRED TEXT/RESOURCE MATERIALS:

All readings will be available through our myClass page. See Course Schedule and Outline below. Other readings will be added during the term.

DELIVERY MODE(S):

Lecture and seminar

COURSE OBJECTIVES:

In this course, we will study the physical, economic, social, political and ideological impacts of colonization and globalization, particularly on Indigenous peoples and cultural minorities. For example:

Physical: warfare, contagious diseases, diabetes, coronary disease, famine, obesity, nutrition, activity, exercise, fertility, violence, suicide, substance abuse, environmental degradation, pollution, crowding, sexualization

Economic: cash economy, employment, wealth/poverty, inequality, expropriation of resources, expropriation of labor, welfare dependency, exploitation, loss of skill sets, deprivation of bush foods; privatized property destroying collective ownership, production and sharing; disintegration of production systems, cash crops displacing subsistence

Political: loss of autonomy, loss of authority and authorities, imposition of foreign legal systems, incarceration, no right to vote or participate in the political system, oppression

Social: gender and "race" inequality, loss of respect and caring, extended family breakdown, family violence, undermining of clan and moiety systems, privatized child-rearing, loss of community support and responsibility

Ideological: loss of language, local medical and environmental knowledge, healers, philosophy, value systems, arts, ceremonies, symbolic property, cultural treasures; effects of imposed religion and education

We will also study vigorous resurgence and decolonization. Processes include protest movements to halt environmentally-threatening economic activity; reclamation of land, treaty and Indigenous rights in general; reclamation of sovereignty and self-government; case decisions in state and international courts; the reinterpretation of treaties and agreements, calling into question the assumption that "might makes right"; the restatement of values and norms to support the egalitarian collective; research and revival of long-held ways of knowing; restoration of relationships with landscapes; celebrating and commemorating relationships between people, the natural and the supernatural realms.

Moreover, this course fits within a liberal studies framework, as such it seeks to challenge students to gain a deeper understanding of the natural environment, the world's peoples, diversity of traditions, and legacies created by the dynamics and tensions that shape our world. A liberal studies course is also intended to provide a broad range of knowledge and to develop an awareness of different ethnic groups and historical contexts on the global stage.

LEARNING OUTCOMES:

Students will be able to

1. describe the experiences of Indigenous peoples in disparate areas of the world
2. extract important information from texts, regarding factual knowledge about unfamiliar societies
3. utilize anthropological approaches, concepts and terminology
4. identify Indigenous intellectuals and activists, interpreting their vocabulary and their analysis
5. describe important social, physical, emotional, political and economic factors in the lives of indigenous communities
6. identify (or at least argue for) which factors are the most important
7. compare and contrast the experience of these communities
8. explain what causes the similarities and differences between them.

TRANSFERABILITY:

This course is considered a University Transferable Course; however, the student has the final responsibility for ensuring the transferability of this course to Alberta Colleges and Universities.

Please consult the Alberta Transfer Guide for more information. You may check to ensure the transferability of this course at the Alberta Transfer Guide main page <http://www.transferalberta.ca>

**** Grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability and transferable grades.**

EVALUATIONS:

You will be graded on:	Total Assignments	Points Each	Total Points	% of Grade
Discussion Lead	1	30 pts	30 pts	15%
Discussion Participation	10	4 pts	40 pts	20%
Article Summaries	4	10 pts	40 pts	20%
Midterm Exam	1	30 pts	30 pts	15%
Final Exam	1	60 pts	60 pts	30%
Total Points for Grade	-	-	200 pts	-

Discussion Lead (30 points)

Nearly half of our class periods will be spent in seminar, discussing readings selected by both the instructor and by students. During our second week of class, you will be assigned to a particular culture/region and associated class. You will be responsible for finding a peer-reviewed journal article pertaining to the culture area in question and addressing a topic that you find personally engaging. This article will be turned in to the instructor to be distributed to the class at least 1 week prior to its discussion day. In addition to assigning an article, you are responsible for leading discussion on that day. Don't worry! We'll talk about what that means during our second week.

Discussion Participation (10 discussions at 4 points each for 40 points total)

In order to get the most out of this course, it is not sufficient to simply do the readings and attend class, you have to participate! Over the course of the semester, we will have 11 seminar meetings. In order to receive full participation marks, you must attend and contribute to at least 10 of these. Note that by "contribute," I mean that you are to demonstrate a familiarity and understanding of the materials assigned. I expect thoughtful conversation.

Article Summaries (4 summaries at 10 points each for 40 points total)

Of the multitude of articles that we will be reading this semester, you are to critically summarize four of them. This means that, in addition to summarizing the key point(s) of the article, you also reflect on and evaluate associated methods of data building/creation, and their theoretical underpinnings. ALSO, you should come up with one question related to the reading that will generate discussion. These are not intended to be long (max. 500 words... about 1 page, single spaced), but should be well thought out and clearly written. **Article summaries are to be completed on our myClass page, and are due by the Sunday BEFORE their discussion at 11:59 pm.**

Midterm Exam (30 points total)

You will write a single midterm exam in this class. This Exam will only directly cover the material preceding the exam date. The exam will be worth 40 points and consist of an essay question and response that will be provided in advance. **Your midterm is to be completed on our myClass page, and will open as scheduled on Monday at 8 am of the week assigned and close Sunday at 11:59 pm (see due date on schedule).**

Final Exam (60 points total)

You will have a scheduled final exam in this class, HOWEVER, your exam WILL NOT require you to be physically present at the college, and will follow the same format as your midterm exam. This Exam is NOT cumulative and will only directly cover the material covered since your midterm. This being said, as we will be invoking concepts that are foundational to the discipline of anthropology, it will build on the material covered throughout the course. Your final exam will be worth 60 points and consist of an essay question and response that will be provided in advance. **Your final is to be completed on our myClass page, and will open on the Monday (at 8 am) of the last week of scheduled classes. The exam is due and will close by 11:59 pm on the date scheduled by the registrar. Your instructor will let you know when this information is available.**

Note: I do NOT provide study guides. Significant quantities of research have served to demonstrate that it is not in a student's best interest to be provisioned with a study guide by the instructor. You may not like it, but the reality is that production of your own study guide is an important studying technique in its own rite. Like eating vegetables, this is for your own good. That being said, you are encouraged to ask questions in class and to approach me in office hours for guidance. Although this isn't a course where you need to memorize a lot of information, you do need to be familiar with what we've covered and where you can find it. Use the tables of objectives included in each module to structure your study guide.

Extra Credit (up to 10 points)

Extra credit is as stated, extra points above and beyond your regular class assignments. These points are somewhat easy to acquire, but in order to receive any point you must do exactly as asked. One sure fire way to receive extra credit is by **coming to my office hours for a chat** (worth 5 points, one time). Other opportunities will be announced throughout the semester.

GRADING CRITERIA:

Please note that most universities will not accept your course for transfer credit **IF** your grade is **less than C-**.

Alpha Grade	4-point Equivalent	Percentage Guidelines		Alpha Grade	4-point Equivalent	Percentage Guidelines
A+	4.0	90-100		C+	2.3	67-69
A	4.0	85-89		C	2.0	63-66
A-	3.7	80-84		C-	1.7	60-62
B+	3.3	77-79		D+	1.3	55-59
B	3.0	73-76		D	1.0	50-54
B-	2.7	70-72		F	0.0	00-49

COURSE SCHEDULE/TENTATIVE TIMELINE:

Week	Date	Topic(s)	Format	Reading(s)
1	Sep. 4	Introduction to course.	Zoom	Syllabus
2.1	Sep. 7	Labour Day - No Classes		
Module 1: What is Anthropology?				
2.2	Sep. 11	What is anthropology?	Zoom	
3.1	Sep. 14	Approaches in socio-cultural anthropology.	Zoom	
3.2	Sep. 18	Parameters of our course.	On Your Own	
Module 2: Haida Gwaii				
4.1	Sep. 21	Regional and historical context.	Zoom	
4.2	Sep. 25	Film.	On Your Own	
5.1	Sep. 28	Instructor led discussion.	Zoom	TBD
5.2	Oct. 2	Student led discussion.	Zoom	TBD
Module 3: Hawaii				
6.1	Oct. 5	Regional and historical context.	Zoom	
6.2	Oct. 9	Film.	On Your Own	
7.1	Oct. 12	Thanksgiving - No Classes		
7.2	Oct. 16	Fall Break - No Classes		
8.1	Oct. 19	Instructor led discussion.	Zoom	TBD
8.2	Oct. 23	Student led discussion.	Zoom	TBD
Midterm Exam - Due Oct. 25, 11:59 pm				
Module 4: Highland South America				
9.1	Oct. 26	Regional and historical context.	Zoom	
9.2	Oct. 30	Film.	On Your Own	
10.1	Nov. 2	Instructor led discussion.	Zoom	TBD
10.2	Nov. 6	Student led discussion.	Zoom	TBD
Module 5: New Zealand				
11.1	Nov. 9	Regional and historical context.	Zoom	
11.2	Nov. 13	Film.	On Your Own	
12.1	Nov. 16	Instructor led discussion.	Zoom	TBD
12.2	Nov. 20	Student led discussion.	Zoom	TBD
Module 6: Mesoamerica				
13.1	Nov. 23	Regional and historical context.	Zoom	
13.2	Nov. 27	Film.	On Your Own	
14.1	Nov. 30	Instructor led discussion.	Zoom	TBD
14.2	Dec. 4	Student led discussion.	Zoom	TBD
Module 7: Colonization and Globalization				
15.1	Dec. 7	Why anthropology matters and wrap-up.	Zoom	
Final Exam - Due Date TBD				

STUDENT RESPONSIBILITIES:

You are responsible for all assigned readings, all posted/presented lecture materials, videos, assignments, and any relevant class discussions. If you do not understand information from the lecture or the textbook, you are expected to ask me or your fellow classmates questions to help you understand the material better. Content covered in lecture periods are largely independent of the textbook, some of the information provided in them may be directly from the book, but in many instances, there will be extra information to assist in your learning and to provide you with up-to-date information or alternative interpretations. You may be tested on all information presented in this course.

Late Assignment/Make-up Policy: Late assignments/exams will not be accepted, except under very unusual circumstances with instructor permission.

A note about etiquette: College is a time for you to learn professional standards for email correspondence. In the real world if you send an email to a colleague or employer and it is inappropriate or unprofessional you may not receive the results you intended. With this in mind, please be respectful and courteous when corresponding with me and I will treat you in kind.

STATEMENT ON PLAGIARISM AND CHEATING:

Cheating and plagiarism will not be tolerated and there will be penalties. For a more precise definition of plagiarism and its consequences, refer to the Student Conduct section of the College Calendar at <http://www.gprc.ab.ca/programs/calendar/> or the College Policy on Student Misconduct: Plagiarism and Cheating at <https://www.gprc.ab.ca/about/administration/policies>

****Note:** all Academic and Administrative policies are available on the same page.



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM <i>2.4</i>	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed	PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)		
Course Number/Code:	PH3000		PH3000			
Course Name/Title:			n/a			
Program(s) course associated with:			n/a			
Course Description:	Feminist philosophy is a logical critique of traditional philosophy and offers novel approaches to philosophical inquiry about the world. Topics may include ethics, social and political philosophy, epistemology, philosophy of science, and the philosophy of pornography.		This course will introduce students to the basic key concepts that are central to classical and contemporary philosophy. Through its capacity to question values, norms, and all forms of argumentation, philosophy has played a crucial role in the emergence of feminism. Some of the debates in feminist philosophy we may consider include argumentation theory, justice, equality, rights, social and political philosophy, theories of knowledge (including personal narratives), scientific methodology, the aims and purpose of the economy as a social institution, and the philosophy of pornography. No philosophy background is assumed for this course however, it is beneficial to have completed at least one social science or humanities course to prepare students to meet the reading and writing expectations.			
# of Credits:			n/a			
Total Course Hours:			n/a			
Total Weeks of Course:			n/a			
Hours Distribution (i.e. 3-0-3):	Lecture	Seminar	Lab	Lecture	Seminar	Lab
				n/a	n/a	n/a
Other Hours (i.e. clinical hours):	Type	Hours	Type	Hours		
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			
Pre-Requisites:	A 3-credit course in philosophy or permission of the instructor.		Remove prerequisite.			
Co-Requisites:						
Work Experience	Hours		Hours			
	Paid	Choose an item.	Paid	Choose an item.		
	Unpaid		Unpaid			
Effective Date (mm-dd-yy)	Click here to enter a date.		July 1, 2021			

Application for Academic Course Changes

Justification	The change to the description will better enable students to understand the content of the course without having to speak to an advisor. The removal of the prerequisite is to better align the course with the requirement at other institutions.	
Date motion to make this change was passed at Department Meeting: November 4, 2020		
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No	
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)
	2) On which institution and/or course is this course based?	
	3) Specify the course you are requesting from each receiving institution: <div style="display: flex; justify-content: space-between; margin-top: 5px;"> U of A U of C </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> U of L Athabasca </div> <div style="margin-top: 5px;"> MacEwan University </div> <div style="margin-top: 5px;"> Mount Royal University </div> <div style="margin-top: 5px;"> Other </div>	

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <u><i>DNowicki</i></u> <small>DNowicki (Nov 4, 2020 15:53 MST)</small>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments: I have some concerns regarding transferability and the designation as a 3000 level course without any prerequisites.	
	Dean Signature: <u><i>R. Redd</i></u>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



DEPARTMENT ARTS AND EDUCATION

COURSE OUTLINE – FALL/WINTER/SPRING 20XX

PH3000: Feminist Philosophy – 3 (3-0-0) 45 Hours for 15 Weeks

INSTRUCTOR: Dr. Tina Strasbourg **PHONE:** (780) 539-2237
OFFICE: C408 **E-MAIL:** tstrasbourg@gprc.ab.ca
OFFICE HOURS: M 11:30 -12:30, and TR, 2:30-3:30

CALENDAR DESCRIPTION:

This course will introduce students to the basic key concepts that are central to classical and contemporary philosophy. Through its capacity to question values, norms, and all forms of argumentation, philosophy has played a crucial role in the emergence of feminism. Some of the debates in feminist philosophy we may consider include argumentation theory, justice, equality, rights, social and political philosophy, theories of knowledge (including personal narratives), scientific methodology, the aims and purpose of the economy as a social institution, and the philosophy of pornography. No philosophy background is assumed for this course however, it is beneficial to have completed at least one social science or humanities course to prepare students to meet the reading and writing expectations.

PREREQUISITE(S)/COREQUISITE:

None

REQUIRED TEXT/RESOURCE MATERIALS:

Jennifer Saul, *Feminism: Issues and Arguments*, (Oxford University Press, 2003).

Resource material links posted on D2L.

DELIVERY MODE(S):

Lecture and Discussion

COURSE OBJECTIVES:

Contemporary feminist philosophy contains a multitude of theoretical perspectives that reflect diversity in experiences of subordination, and a diversity of approaches to understanding, explaining, and finding solutions to oppression. This course aims to present some of the richness and variety in feminist philosophy while offering students the opportunity for critical engagement with influential feminist thinkers.

LEARNING OUTCOMES:

Students will use and learn **Communication Skills**

- Communicating clearly and concisely employing written and verbal skills appropriate to class assignments and discussion.
- Demonstrating interpersonal skills by listening effectively, establishing rapport, and monitoring non-verbal signals.
- Expressing awareness of and respect for self and others.

Students will use and learn **Philosophical Theoretical Knowledge**

- Analyzing theoretical concepts and examining the connections between them.
- Critically assessing philosophical theories and arguments in support of these theories.

Students will use and learn **Critical Reasoning Skills**

- Applying philosophical reasoning to practical situations.
- Recognizing and examining multiple perspectives.
- Analyzing and discussing issues from an analytical philosophical perspective.

TRANSFERABILITY:

This course is considered a University Transferable Course; however, the student has the final responsibility for ensuring the transferability of this course to Alberta Colleges and Universities.

Please consult the Alberta Transfer Guide for more information. You may check to ensure the transferability of this course at the Alberta Transfer Guide main page <http://www.transferalberta.ca>.

**** Grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability and transferable grades.**

EVALUATIONS:

Participation	10%
Exam #1	25%
Essay Outline	10%
Exam #2	25%
<u>Final Essay</u>	<u>30%</u>
Total	100%

Participation: Participation in discussion is a way to help advance the discussion of difficult philosophical concepts and encourage others. More particularly, discussion helps to enhance one's understanding of philosophical concepts, and offers a venue for critical analysis of your own arguments.

Exams:

Students should be prepared to answer questions from material covered in class, which includes lectures, in-class discussion and course readings. It is therefore to students' advantage to attend every class.

Alternative arrangements for writing a missed exam may be made at the discretion of the instructor. Deferrals will only be granted in extenuating circumstances such as extreme illness or other serious circumstances beyond the student's control. Work commitments, holidays or traffic are not considered legitimate reasons for missing an exam.

Essay Outline

The purpose of the essay outline is to prepare you to write the essay and get feedback prior to submission of your final draft. We will discuss the outline rubric and format in class prior to the due date.

Essay Assignments: The goal of the assignment is to offer a feminist philosophical analysis of a topic of your choice related to the course material using the conceptual tools and critical thinking skills developed in class. You will be evaluated on academic scholarship (i.e., your ability to research and clearly interpret other's work, and your contribution to the research). We will discuss the essay requirements in class prior to the due date.

Late work will be penalized in the absence of a valid excuse. The assignment grade will be reduced by 10% each day it is overdue (including weekend days).

GRADING CRITERIA:

Please note that most universities will not accept your course for transfer credit **IF** your grade is **less than C-**.

Alpha Grade	4-point Equivalent	Percentage Guidelines	Alpha Grade	4-point Equivalent	Percentage Guidelines
A+	4.0	90-100	C+	2.3	67-69
A	4.0	85-89	C	2.0	63-66
A-	3.7	80-84	C-	1.7	60-62
B+	3.3	77-79	D+	1.3	55-59
B	3.0	73-76	D	1.0	50-54
B-	2.7	70-72	F	0.0	00-49

COURSE SCHEDULE/TENTATIVE TIMELINE:

Week 1

Administrative

Introduction to Feminist Philosophy

Week 2

Jennifer Saul, Introduction

Marilyn Frye, "Oppression"

Week 3 and 4

Topic: The Politics of Work and Family

Jennifer Saul, Chapter 1

Catherine MacKinnon, "Difference and Dominance: On Sex Discrimination"

Susan Moller Okin, "Justice, Gender, and the Family"

Week 5 and 6

Topic: Feminist Ethics

Jennifer Saul, Chapter 7

Marilyn Friedman, "Beyond Caring: The De-Moralization of Gender"

Virginia Held, "Meshing Care and Justice"

Exam #1

Week 7 and 8

Topic: Pornography

Jennifer Saul, Chapter 3

External reading TBA

Week 9, 10 and 12

Topic: Feminism, Science, and Bias

Jennifer Saul, Chapter 8

Marilyn Frye, "The Possibility of Feminist Theory"

Marianne Janack, "Standpoint Epistemology Without the "Standpoint?"

Mark Navin, "Competing Epistemic Spaces"

Exam #2

Week 13 and 14

Topic: Abortion

Jennifer Saul, Chapter 4

Judith Jarvis Thomson: "A Defense of Abortion"

Analysis of repealed laws in the USA and political changes in Canada

Week 15

Topic: Feminism and 'Respect for Cultures'

Jennifer Saul, Chapter 9

STUDENT RESPONSIBILITIES:

1. Regular attendance and participation in discussion is expected. Participation is a way to help advance the discussion, gain understanding of course material and encourage others.
2. Please do not be late for class.
3. Students are expected to complete assigned readings before class. Do not fall behind in the assigned readings because it is difficult to catch up.
4. If students miss class, it is their responsibility to obtain lecture material and the reading assignment.
5. Policies regarding final exams are governed by college-wide policy. Students should consult the Examinations policy in the GPRC Calendar. In particular, student should consult the GPRC Calendar for any questions regarding deferred exams, but note that students are required to be available to write exams during the entire final exam period.

Refer to the College Policy on Student Rights and Responsibilities at <https://www.gprc.ab.ca/about/administration/policies/>

STATEMENT ON PLAGIARISM AND CHEATING:

Cheating and plagiarism will not be tolerated and there will be penalties. For a more precise definition of plagiarism and its consequences, refer to the Student Conduct section of the College Calendar at <http://www.gprc.ab.ca/programs/calendar/> or the College Policy on Student Misconduct: Plagiarism and Cheating at <https://www.gprc.ab.ca/about/administration/policies>

****Note:** all Academic and Administrative policies are available on the same page.

Additional Information:

Philosophical Etiquette

Contrary to popular belief, philosophy is not a blood sport. A philosophical discussion should not be thought of as an opportunity to participate in arguments that are meant to crush one's opponent. Rather it is an opportunity, first and foremost, to gain an understanding of philosophical concepts. Second, it should inspire critical analysis of philosophical concepts. Finally, it should facilitate fruitful discussion. I expect all students to show good philosophical etiquette, which is to exhibit mutual respect for each other's ideas and comments and that people not be *purposefully* offensive.

Pet Peeves


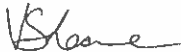
Cell phones that ring during class or use of cell phones during class. The sound of binders closing and people packing-up books before I have indicated that the class is over. Trying to talk over people who are discussing their weekend plans during class time. Use of laptops or other electronic devices that disrupts other students.



Application for Academic Program Changes

This form is to be used to request changes to the Program (i.e. Program Curriculum, Admission Requirements, Graduation Requirements, Progression Criteria, etc.).

AGENDA ITEM <i>3.1</i>	CURRENT	Only fill in current information in those boxes where changes are proposed	PROPOSED	ALL boxes must be filled in (use n/a when no information applies)
Department	Human Services			
Program Name	Early Learning and Child Care		Early Learning and Child Care	
Total # of Program Credits				
Total # of Program Hours				
Total Weeks of Program				
Calendar Program Page Information (attach word document for "Current" and "Proposed" if text is more than 200 words)	Admission Requirements Students who are admitted to the program will receive information on recommended immunizations with their admission package. For student safety, it is recommended that immunizations are up to date. All students, with the exception of on line students, are required to submit a police information check, including a vulnerable sector clearance, on the first day of classes. Failure to do so will result in withdrawal from the practicum courses in the program.		Admission Requirements Students who are admitted to the program will receive information on recommended immunizations with their admission package. For student safety, it is recommended that immunizations are up to date. All students are required to submit a police information check including a vulnerable sector clearance. This documentation must be provided a minimum of 2 weeks prior to the start of classes. Late submissions may not be eligible to complete their practicums.	
Current Calendar Program Page Number (s)	76		Not Applicable.	
Effective Date (mm-dd-yy)	Not Applicable.		July 1, 2020	
Justification	It is very difficult to collect Police Information Checks from students and it may delay them going to their practicum. Having a deadline to submit them will ensure that all students meet the requirement.			
Date motion to make this change was passed at Department Meeting: April 15, 2020				
Transfer	Is this program being considered for block transfer? <input type="checkbox"/> Yes <input type="checkbox"/> No			
	IF YES:	1) Which institutions are being considered for block transfer (list all)?		

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: 		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments: <h2 style="text-align: center;">no comment</h2>	
	Dean Signature: 	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		





Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 3.2	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed	PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)
Course Number/Code:	HS1203		HS1203	
Course Name/Title:	Interpersonal Communication in the Workplace		Interpersonal Communication in the Workplace	
Program(s) course associated with:			Educational Assistant	
Course Description:			This course builds on the interpersonal communication skills from HS1000 and applies them to the development of skills for more complex situations including conflict management and communication in the work environment.	
# of Credits:			1	
Total Course Hours:	16		15	
Total Weeks of Course:			4	
Hours Distribution (i.e. 3-0-3):	Lecture	Seminar	Lab	Lecture 4 Seminar 0 Lab 0
Other Hours (i.e. clinical hours):	Type	Hours	Type	Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		Check one: <input checked="" type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail	
Pre-Requisites:			HS1000	
Co-Requisites:				
Work Experience	Hours		Hours	
	Paid	Choose an item.	Paid	Choose an item.
	Unpaid		Unpaid	
Effective Date (mm-dd-yy)	Click here to enter a date.		July 1, 2021	
Justification	This is an error in the calendar.			
Date motion to make this change was passed at Department Meeting: December 3, 2020				
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No			
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)		
		2) On which institution and/or course is this course based?		
	3) Specify the course you are requesting from each receiving institution: <div style="display: flex; justify-content: space-between;"> U of A U of C </div> <div style="display: flex; justify-content: space-between;"> U of L Athabasca </div> <div style="display: flex; justify-content: space-between;"> MacEwan University </div> <div style="display: flex; justify-content: space-between;"> Mount Royal University </div>			

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: 		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments: <div style="text-align: center; font-size: 1.5em; font-weight: bold;">no comment</div>	
	Dean Signature: 	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



DEPARTMENT OF HUMAN SERVICES

COURSE OUTLINE

HS 1203: Interpersonal Communication in the Workplace

(4-0-0) 15 Hours 4 Weeks

Winter 2020

INSTRUCTOR: Valerie Ostara

PHONE: 780-539-2041

OFFICE: H133

E-MAIL: vostara@gprc.ab.ca

OFFICE Available Monday to Friday online via Zoom or anytime via

HOURS: email

PREREQUISITE(S)/COREQUISITE: HS1000

REQUIRED TEXT/RESOURCE MATERIALS: Adler, R.B., Proctor, Rolls, J. A. & Russell F. Proctor II (2017) *LOOK: Looking Out Looking In*. (3rd Canadian Ed.). Scarborough, Ontario: Nelson

CALENDAR DESCRIPTION: This course builds on the interpersonal communication skills from HS1000 and applies them to the development of skills for more complex situations including conflict management and communication in the work environment.

CREDIT/CONTACT HOURS: 1 credit (15 hrs)

Monday & Friday 13:00 – 14:50

LOCATION: Online delivery via Zoom

DELIVERY MODE(S): Classes will involve a variety of activities as possible in an online environment. Class discussions, mini-lectures, and a variety of other activities designed to promote active learning of the course content.

Participation will be based on attendance, punctuality, participation in class activities and discussions, and even interaction during lectures (e.g. asking clarifying questions, offering illustrative examples, etc.).

GRANDE PRAIRIE REGIONAL COLLEGE			
GRADING CONVERSION CHART			
Alpha Grade	4-point Equivalent	Percentage Guidelines	Designation
A⁺	4.0	90 – 100	EXCELLENT
A	4.0	85 – 89	
A⁻	3.7	80 – 84	FIRST CLASS STANDING
B⁺	3.3	77 – 79	
B	3.0	73 – 76	GOOD
B⁻	2.7	70 – 72	
C⁺	2.3	67 – 69	SATISFACTORY/MINIMAL PASS
C	2.0	63 – 66	
C⁻	1.7	60 – 62	
D⁺	1.3	55 – 59	FAIL
D	1.0	50 – 54	
F	0.0	0 – 49	FAIL
WF	0.0	0	FAIL, withdrawal after the deadline

Note: As of September, 2012, the passing grade for courses taken within the Human Services Department is C- (1.7).

EXAMINATIONS: There will be one in class quiz.

STUDENT RESPONSIBILITIES:

The following responsibilities are highlighted as they apply directly to classroom climate.

STUDENT RESPONSIBILITIES: The College expects students' conduct to be in accordance with basic rights and responsibilities. Refer to the College Admission Guide at <http://www.gprc.ab.ca/programs/calendar/> or <http://www.gprc.ab.ca/about/administration/policies/>

STATEMENT ON PLAGIARISM AND CHEATING:

Refer to the College Admission Guide at <http://www.gprc.ab.ca/programs/calendar/> or <http://www.gprc.ab.ca/about/administration/policies/>

These are serious issues and will be dealt with severely.

COURSE SCHEDULE/TENTATIVE TIMELINE:

DATE	TOPIC	READING	ASSIGNMENT/TEST
March 23	Review course outline and assignments Workplace culture, climate and communication	Ch: 9 Moodle Notes	
March 27	Responding non-defensively to criticism	Ch: 9 Moodle Notes	
March 30	Dealing with conflict	Ch: 10 Moodle Notes	Assignment 1 Due
April 3	Dealing with conflict	Ch: 10 Moodle Notes	
April 6	Dealing with Conflict Communication and working in groups	Ch: 10 Moodle Notes	
April 10	Communication and working in groups	Moodle Notes	Assignment 2 Due
April 13	Leadership OR Stress Management if time permits		
April 17			Exam

Although the instructor feels that all the material in the textbook is important and interesting, **limited class time prevents discussion of all the material covered in the text.** You are responsible for learning textbook material that is not discussed in class.





Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 3.3	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed	PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)
Course Number/Code:	TA1231		TA1231	
Course Name/Title:	Speech and Language Interventions		Speech and Language Interventions	
Program(s) course associated with:			Educational Assistant	
Course Description:			The role of the Educational Assistant involves assisting children who have delays in speech, language and communication. This course will provide students with specific techniques and intervention strategies to work with speech-language pathologists in supporting these children.	
# of Credits:			2	
Total Course Hours:			30	
Total Weeks of Course:			6	
Hours Distribution (i.e. 3-0-3):	Lecture	Seminar	Lab	Lecture 5 Seminar 0 Lab 0
Other Hours (i.e. clinical hours):	Type	Hours	Type	Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		Check one: <input checked="" type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail	
Pre-Requisites:	HS1217 or consent of instructor			
Co-Requisites:				
Work Experience	Hours		Hours	
	Paid	Choose an item.	Paid	Choose an item.
	Unpaid		Unpaid	
Effective Date (mm-dd-yy)	Click here to enter a date.		July 1, 2021	
Justification	Delete the prerequisite. The content is helpful but not necessary to complete TA 1231			
Date motion to make this change was passed at Department Meeting: December 3, 2020				
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No			
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)		
		2) On which institution and/or course is this course based?		
	3) Specify the course you are requesting from each receiving institution:			
	U of A		U of C	
	U of L		Athabasca	
	MacEwan University			
	Mount Royal University			

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: 		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments: <div style="text-align: center; font-size: 1.5em; font-weight: bold;">no comment</div>	
	Dean Signature: 	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



**DEPARTMENT OF HUMAN SERVICES
COURSE OUTLINE - FALL 2020 2 (5-0-0)
TA 1231 SPEECH AND LANGUAGE INTERVENTIONS**

To be recognized for educational excellence in the fields of early learning & childcare and educational assistant training.

INSTRUCTOR: Terrah Lindsay B.Sc., M.S.
OFFICE: H134 **PHONE:** 539-2047
EMAIL: tlindsay@gprc.ab.ca
OFFICE HOURS: Mondays 11:30 - 12:30, Tuesdays and Thursdays: 12:00 - 12:30

PREREQUISITE(S)/COREQUISITE: none

TIME: Tuesday/Thursday 10:00 - 11:50 Wednesday 10:30 - 11:30

LOCATION: REMOTE

REQUIRED TEXT/RESOURCE MATERIALS:

Kowton, S. (2017). Supporting Speech and Language Development: A resource for special needs assistants. Sherwood Park, AB
Additional information will be available on Moodle.

CALENDAR DESCRIPTION: The role of an Educational Assistant involves assisting children who have delays in speech, language and communication. This course will provide students with specific techniques and intervention strategies to work with speech-language pathologist in supporting these children.

CREDIT/CONTACT HOURS: 2(2-0-0) / 30 hours

DELIVERY MODE(S):

Classroom instruction will include a combination of lectures, discussions, small and large group work. Audio-visual materials and other resources will also be used.

OBJECTIVES:

Students will gain an understanding of young children's development - specifically in the area of communication.

Students will learn about planning experiences that facilitate children's development in the above areas.

LEARNING OUTCOMES:**Students will:**

- Describe the role of the professionals involved in communication disorders (speech-language pathologist, audiologist and speech-language assistant).
- Describe normal speech and language development.
- Describe delayed/disordered speech and language development.
- Identify appropriate intervention techniques for speech and language disorders.
- Demonstrate knowledge of session planning, including choosing appropriate materials, and reporting progress.
- Demonstrate knowledge of cueing, reinforcement and providing feedback.
- Access credible information and appropriate resources to assist and support intervention sessions.

GRADING CRITERIA:

In order to obtain credit for this course, students must achieve a minimum of a "C-"

Please note that most universities will not accept your course for transfer credit IF your grade is less than C-. This means DO NOT GET LESS THAN "C-" IF YOU ARE PLANNING TO TRANSFER TO A UNIVERSITY.

Alpha Grade	4-point Equivalent	Percentage Guidelines	Alpha Grade	4-point Equivalent	Percentage Guidelines
A+	4.0	90-100	C+	2.3	67-69
A	4.0	85-89	C	2.0	63-66
A-	3.7	80-84	C-	1.7	60-62
B+	3.3	77-79	F		59-0
B	3.0	73-76			
B-	2.7	70-72			

EVALUATIONS (How you get marks):

Quizzes (2 @ 25% each) 50%

Assignment 25%
Articulation

Assignment 25%
Language

STUDENT RESPONSIBILITIES:

It is the right of the student and of the instructor to a favorable learning/teaching environment. It is the responsibility of the student and the instructor to engage in appropriate adult behaviors that positively support learning. This includes treating others with dignity and respect and following the expectations outlined below.

CLASSROOM

Regular, PUNCTUAL attendance.

- Learning from other students' notes or from Moodle is not optimal.
- If you are late to class, you miss important information about assignments, homework and quizzes. It is also disruptive to other students' learning.
- Remain in class for the duration.
- If you miss a class, refer to Moodle or check in with another student. You are responsible for your learning.

Children are not considered to be part of the classroom learning environment, please make alternate arrangements for your child(ren).

Turn off cell phones.

- Studies indicate that cell phones not only interfere with your learning, but also the students around you.

QUIZZES/EXAMS

Write in-class quizzes/exams on the date and time they are scheduled.

- If an emergency arises that causes you to be unable to write the quiz, please call or email your instructor to leave a message BEFORE the exam begins.

ASSIGNMENTS

Hand in assignments via Moodle on the date indicated, by 11:30 pm unless otherwise specified.

- Instructors reserve the right to make exceptions to this rule in extenuating circumstances on a case by case basis.
- ALL assignments will be typed, double-spaced (or follow the provided template) and will include a cover page with your name, course number and assignment name.

OUTSIDE OF CLASS

- Complete assigned readings and assignments, participate in group projects, check Moodle.
- Notes, handouts etc. are on Moodle. It is your responsibility to print these BEFORE class.
- **Email:** Students may contact the instructor by email or phone. Emails will be answered within one *business* day outside of stated office hours.
- **Email correspondence to your instructor must be sent from your GPRC student email account.** Emails should be professionally formatted and include a subject, correct spelling and grammar, and a reference to course material and/or textbook pages, etc.

It is the student's responsibility to become familiar with the basic student rights and responsibilities found in the College calendar.

STATEMENT ON PLAGIARISM AND CHEATING:

Refer to Plagiarism and Cheating in the Policy on Student Misconduct: Academic and Non-Academic. For a more precise definition of plagiarism and its consequences, refer to the Student Conduct section of the College Admission Guide at

<https://www.gprc.ab.ca/about/administration/policies/index.html#POL68>

COURSE SCHEDULE/TENTATIVE TIMELINE:

Please see attached for course schedule (note, the schedule is tentative and subject to revision).



Application for Academic Course Changes



This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 3.4	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed		PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)	
Course Number/Code:	TA 1236			TA 1236		
Course Name/Title:	Remedial Reading and Mathematics			Remedial Reading and Mathematics		
Program(s) course associated with:				Educational Assistant		
Course Description:				This course examines the educational assistant's role in supporting children who are experiencing developmental delays in language, literacy and mathematics. The focus is on the use of developmentally appropriate/age appropriate instructional strategies and materials that are designed to improve performance and understanding in the areas of speech, reading, writing and mathematical reasoning.		
# of Credits:				3		
Total Course Hours:				45		
Total Weeks of Course:				15		
Hours Distribution (i.e. 3-0-3):	Lecture	Seminar	Lab	Lecture 3	Seminar 0	Lab 0
Other Hours (i.e. clinical hours):	Type		Hours	Type		Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input checked="" type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		
Pre-Requisites:	(or corequisite) HS1217					
Co-Requisites:						
Work Experience	Hours			Hours		
	Paid	Choose an item.		Paid	Choose an item.	
	Unpaid			Unpaid		
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021		
Justification	Delete the prerequisite. The information in HS 1217 is not necessary to successfully complete TA 1236.					
Date motion to make this change was passed at Department Meeting: December 3, 2020						
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No					
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)				
		2) On which institution and/or course is this course based?				

Application for Academic Course Changes

		3) Specify the course you are requesting from <u>each</u> receiving institution: U of A U of L MacEwan University Mount Royal University Other	U of C Athabasca
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Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: 		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments: <h1 style="text-align: center;">no comment</h1>	
	Dean Signature: 	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



DEPARTMENT OF HUMAN SERVICES

COURSE OUTLINE - WINTER 2018

TA 1236 - REMEDIAL READING AND MATHEMATICS 3(3-0-0) 45 HOURS 15 WEEKS

"To be recognized for educational excellence in the fields of early learning & child care and educational assistant training."

INSTRUCTOR: Terrah Lindsay

PHONE: 780 539 2047

OFFICE: H134

E- tlindsay@gprc.ab.ca

MAIL:

OFFICE HOURS: TBA in class

Please feel free to contact me by e-mail at any time.

CALENDAR DESCRIPTION:

This course examines the educational assistant's role in supporting children who are experiencing developmental delays in language, literacy and mathematics. The focus is on the use of developmentally appropriate/age appropriate instructional strategies and materials that are designed to improve performance and understanding in the areas of speech, reading, writing and mathematical reasoning.

PREREQUISITE(S)/COREQUISITE: None

REQUIRED TEXT/RESOURCE MATERIALS:

Reithaug, D. (2015). *Supporting Practices for use by Educational Assistants Book 1: Reading*. Stirling Head Enterprises. Please bring your text to class starting in February.

Early Mathematics Literacy for Preschoolers who are Blind or Visually Impaired Available on Moodle.

Additional readings will be available on Moodle.

ADDITIONAL COSTS:

Costs may also be incurred by the students for the following:

- Photocopying/printing resources.
- Creating a manipulatives kit
- Creating games/activities

DELIVERY MODE(S):

Students will be engaged in active learning, and classes will include a mixture of lecture, discussion, small group work, guest speakers and audio-visual materials.

OBJECTIVES:

Students will gain an understanding of:

- Emergent literacy
- AB Learning Curriculum with regards to Language Arts and Math
- Concepts and strategies related to phonemic awareness, phonics, vocabulary, comprehension and fluency.
- The Educational Assistant's role in supporting children who are experiencing developmental delays in language, literacy and mathematics.
- Developmentally appropriate/age appropriate instructional strategies and materials

LEARNING OUTCOMES:

Upon successful completion of the course, you will be able to:

- Demonstrate knowledge of emergent literacy and strategies to support further literacy learning.
- Demonstrate knowledge of key concepts, processes and instructional methods in language arts when determining strategies, materials and activities to be used with learners.
- Access credible information on curriculum and appropriate resources to assist and support students in language growth and development.
- Apply and adapt effective strategies to engage, encourage, and support students according to their identified literacy needs.
- Explain the connection between learning theory and mathematics.
- Access and utilize resources to support the provincial math curricula.
- Apply knowledge of various math concepts, processes and instructional methods when determining strategies, materials and activities to be used with learners.
- Identify and demonstrate methods for remediation, adaptation and accommodation in math.

GRADING CRITERIA:

In order to obtain credit for this course, students must achieve a minimum of a "C-"

Please note that most universities will not accept your course for transfer credit IF your grade is less than C-. This means **DO NOT GET LESS THAN "C-" IF YOU ARE PLANNING TO TRANSFER TO A UNIVERSITY.**

Alpha Grade	4-point Equivalent	Percentage Guidelines	Alpha Grade	4-point Equivalent	Percentage Guidelines
A+	4.0	90-100	C+	2.3	67-69
A	4.0	85-89	C	2.0	63-66
A-	3.7	80-84	C-	1.7	60-62
B+	3.3	77-79	D+	1.3	55-59
B	3.0	73-76	D	1.0	50-54
B-	2.7	70-72	F	0.0	00-49

EVALUATIONS (How you get marks):

PINTEREST	10%	Date:
Digital resource binder phonemic awareness/phonics		
QUESTIONS	9%	Dates vary:
Early Math		
Phonemic Awareness		
Phonics		
Vocabulary		
Fluency		
Comprehension		
MATH		
Manipulatives Kit		Date:
Powerpoint/link to curriculum	21%	
Quiz	10%	Date:
READING ACTIVITY	10%	Date:
<i>Individually</i>		
<u>One of the following</u>		
Phonemic Awareness		
Alphabet		
Sight words		
<i>With a partner</i>	10%	Date:
Vocabulary		
PHONICS	15%	Date:
<u>IN CLASS ACTIVITES</u>	15%	
Math		
Morphology		
Comprehension		

STUDENT RESPONSIBILITIES:

It is the right of the student and of the instructor to a favorable learning/teaching environment. It is the responsibility of the student and the instructor to engage in appropriate adult behaviors that positively support learning. This includes treating others with dignity and respect and following the expectations outlined below.

CLASSROOM

Regular, PUNCTUAL attendance.

- Learning from other students' notes or from Moodle is not optimal.
- If you are late to class, you miss important information about assignments, homework and quizzes. It is also disruptive to other students' learning.
- Remain in class for the duration.
- If you miss a class, refer to Moodle or check in with another student. You are responsible for your learning.

Children are not considered to be part of the classroom learning environment, please make alternate arrangements for your child(ren).

Turn off cell phones.

- Studies indicate that cell phones not only interfere with your learning, but also the students around you.

QUIZZES/EXAMS

Write in-class quizzes/exams on the date and time they are scheduled.

- If an emergency arises that causes you to be unable to write the quiz, please call or email your instructor to leave a message BEFORE the exam begins.

ASSIGNMENTS

Hand in assignments via Moodle on the date indicated, by 11:30 pm unless otherwise specified.

- ALL assignments will be typed, double-spaced (or follow the provided template) and will include a cover page with your name, course number and assignment name.

OUTSIDE OF CLASS

- Complete assigned readings and assignments, participate in group projects, check Moodle.
- Notes, handouts etc. are on Moodle. It is your responsibility to print these BEFORE class.
- **Email:** Students may contact the instructor by email or phone. Emails will be answered within one business day outside of stated office hours.
- **Email correspondence to your instructor must be sent from your GPRC student email account.** Emails should be professionally formatted and include a subject, correct spelling and grammar, and a reference to course material and/or textbook pages, etc.

It is the student's responsibility to become familiar with the basic student rights and responsibilities found in the College calendar.

STATEMENT ON PLAGIARISM AND CHEATING:

Refer to Plagiarism and Cheating in the Policy on Student Misconduct: Academic and Non-Academic. For a more precise definition of plagiarism and its consequences, refer to the Student Conduct section of the College Admission Guide at

<https://www.gprc.ab.ca/about/administration/policies/index.html#POL68>

COURSE SCHEDULE/TENTATIVE TIMELINE:

Please see attached for course schedule (note, the schedule is tentative and subject to revision).



Application for Academic Program Changes

This form is to be used to request changes to the Program (i.e. Program Curriculum, Admission Requirements, Graduation Requirements, Progression Criteria, etc.).

AGENDA ITEM 4.1	CURRENT	Only fill in current information in those boxes where changes are proposed	PROPOSED	ALL boxes must be filled in (use n/a when no information applies)
Department	Construction, Fabrication and Operations			
Program Name			Power Engineering Certificate, Third Class	+
Total # of Program Credits			10	
Total # of Program Hours			200 hours	
Total Weeks of Program	5 weeks		8 weeks	
Calendar Program Page Information (attach word document for "Current" and "Proposed" if text is more than 200 words)			This course contains the math and science portion of the Third Class materials. In addition to mathematics, applied mechanics and thermodynamics, the student will learn basic chemistry, corrosion metallurgy and plant diagrams.	
Current Calendar Program Page Number (s)			Not Applicable.	
Effective Date (mm-dd-yy)	Not Applicable.		Click here to enter a date. 7/1/21	
Justification	In order to be able to schedule 200 hours in 5 weeks, the student day must be in 8 hours of instruction each day in this course, plus an extra 8 hours for 1 8 hour lab course. By beginning the course 3 weeks earlier, to end at the end of the fall semester, students and instructors will not be rushed to complete the material required by ABSA.			
Date motion to make this change was passed at Department Meeting:			12/3/20 Click here to enter a date.	
Transfer	Is this program being considered for block transfer? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
	IF YES:	1) Which institutions are being considered for block transfer (list all)?		

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
	2) Do these changes impact current hardware/software resources?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	4) Does this change affect graduation requirements for students in the specified program?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
	5) Are there existing transfer agreements that may be affected?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
	6) Will information in the AET Program Registry System be affected by this change?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	Chairperson Comments:	
	Chairperson Signature:	
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature:	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



DEPARTMENT OF POWER ENGINEERING
COURSE OUTLINE – Fall 2021

POF 301 (PE3A1) - 10(25-0-0) 200 hours for 8 weeks

INSTRUCTOR: Brent F Boutilier **PHONE:** 780.835.6794
OFFICE: FPS-106 **E-MAIL:** bboutilier@gprc.ab.ca
OFFICE HOURS: As Posted

INSTRUCTOR: Jerry Chik **PHONE:** 780.835.6720
OFFICE: FPS-104 **E-MAIL:** jchik@gprc.ab.ca
OFFICE HOURS: As Posted

CALENDAR DESCRIPTION:

This course contains the math and science portion of the Third Class materials. In addition to mathematics, applied mechanics and thermodynamics, the student will learn basic chemistry, corrosion, metallurgy and plant diagrams.

PREREQUISITE(S)/COREQUISITE:

4th Class Power Engineering Certificate of Qualification issued by a Canadian Jurisdiction

REQUIRED TEXT/RESOURCE MATERIALS:

The following textbook and resource materials are required for the full Third Class Program, including courses POF 301, 302, 311, and 312

3rd Class Textbook set, Edition 2.5	924.78	
3 rd Class Workbook set, 2.0	257.00	
Academic Supplement, 2.0	55.00	May use copy from 4 th class
Extract of CSA Standards	79.00	
2018 ASME Academic Extract (Volume 1)	273.90	May use copy from 4 th class
2018 ASME Academic Extract (Volume 2)		If available, May use copy from 4 th Class
Each ABSA Exam (4 in total) (includes special sitting fee)	187.00	
Preparatory Math Topics for Power Engineering (1st Edition)	50.74	If math and physics skills are “rusty”, this is a good resource

DELIVERY MODE(S):

Lectures & Labs (Face to Face or remote delivery, utilizing a live teleconferencing type platform, like Zoom or Skype)

COURSE OBJECTIVES/LEARNING OUTCOMES:

The Third Class syllabus is approved by the Canadian Association of Chief (Boiler) Inspectors (ACI), and the SOPEEC (Standardization of Power Engineer Examinations Committee), and administered by the Authority Having Jurisdiction (AHJ), which, in Alberta, is ABSA (Alberta Boilers Safety Association). The full syllabus is available here:

<http://www.sopec.org/index.php/home/whats-new/sopec-syllabus/third-class-syllabus/>

The Curriculum is a more detailed description of the subjects and topics that need to be mastered to be successful in writing the SOPEEC Power Engineering exams, administered by the AHJ in Alberta, ABSA. The curriculum document is available here:

<http://www.sopec.org/index.php/home/whats-new/sopec-syllabus/third-class-curriculum/>

- Solve problems using algebraic operations, including equations and logarithms.
- Explain trigonometric concepts and solve problems involving trigonometry.
- Solve problems involving the areas of plane figures and the surface areas and volumes of three-dimensional objects.
- Explain concepts and solve problems involving vectors, force systems and friction.
- Explain concepts and solve problems involving velocity and acceleration, the law of motion and work, power and energy.
- Explain concepts and solve problems involving material stresses and bending of beams.
- Explain concepts and solve problems involving simple machines and fluids.
- Explain terminology regarding heat and perform calculations regarding heat during changes of state and calorimeter tests.
- Explain concepts and perform calculations involving the thermal expansion of solids and liquids and heat transfer by conduction.
- Define properties of saturated and superheated steam and, using information from the steam tables, calculate the heat required to produce steam at various conditions; determine the equivalent and factor of evaporation for steam boilers.
- Explain the laws of perfect gases and perform calculations involving the expansion and compression of gases.
- Explain the fundamental principles in the structure, formation and interaction of chemical compounds and the importance of chemistry in industrial operations.
- Explain the production, properties and application of metallic and non-metallic materials.
- Explain the mechanisms that cause corrosion and the methods used to monitor and control corrosion.
- Identify and interpret components of typical engineered drawings used in industry.

TRANSFERABILITY:

Non transferable, there are no transfer agreements in place.

EVALUATIONS:

Method	Percentage	Minimum
Course assignments	15%	50%
CML quizzes	15%	50%
Unit Exams	30%	50%
Final Exam	40%	50%
	100%	67%
		67% average, with no mark below 50%

GRADING CRITERIA:

Alpha Grade	4-point Equivalent	Percentage Guidelines	Alpha Grade	4-point Equivalent	Percentage Guidelines
A+	4.0	90-100	C+	2.3	67-69
A	4.0	85-89	F	2.0	63-66
A-	3.7	80-84	F	1.7	60-62
B+	3.3	77-79	F	1.3	55-59
B	3.0	73-76	F	1.0	50-54
B-	2.7	70-72	F	0.0	00-49

COURSE SCHEDULE/TENTATIVE TIMELINE:

8 weeks, from Nov 16, 2020 –Dec 18, 2020

Tests and exams will be held during the course as chapters are completed.

STUDENT RESPONSIBILITIES:

Students must be prepared to pre-read chapters and objectives prior to them being covered in class. Students must also be prepared to complete the on line quizzes at the same time as the chapters are covered, and complete the workbook or other Instructor assigned assignments during out of class time. Students must

complete all courses with no failing grades and a minimum of 67%, and attend a minimum of 80% of all theory classes and 100% of labs to successfully complete the program.

STATEMENT ON PLAGIARISM AND CHEATING:



Cheating and plagiarism will not be tolerated and there will be penalties. For a more precise definition of plagiarism and its consequences, refer to the Student Conduct section of the College Calendar at <http://www.gprc.ab.ca/programs/calendar> or the College Policy on Student Misconduct: Plagiarism and Cheating at <https://www.gprc.ab.ca/about/administration/policies>

****Note:** all Academic and Administrative policies are available on the same page.

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <i>Christy Sanderson</i>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <i>Charles Sanderson</i> <small>Charles Sanderson (Dec 3, 2020 14:44 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: 		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature:  <small>Charles Sanderson (Dec 3, 2020 14:44 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		





Application for Academic Course Changes



This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 5.3	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed		PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)	
Course Number/Code:	BK122			DELETE		
Course Name/Title:	Introductory Botany					
Program(s) course associated with:	Commercial Beekeeping					
Course Description:	This course is an introduction to the structures and functions of flowering plants, physiology of nectar and pollen, and crops that can be used in honey production.					
# of Credits:	1					
Total Course Hours:	22.5					
Total Weeks of Course:	9					
Hours Distribution (i.e. 3-0-3):	Lecture 1.5	Seminar	Lab 1	Lecture	Seminar	Lab
Other Hours (i.e. clinical hours):	Type		Hours	Type		Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		
Pre-Requisites:						
Co-Requisites:						
Work Experience	Hours			Hours		
	Paid	Choose an item.		Paid	Choose an item.	
	Unpaid			Unpaid		
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021		
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted					
Date motion to make this change was passed at Department Meeting: Click here to enter a date.						
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No					
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)				
		2) On which institution and/or course is this course based?				
	3) Specify the course you are requesting from each receiving institution:					
	U of A			U of C		
	U of L			Athabasca		
	MacEwan University					

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: 		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature:  <small>Charles Sanderson (Dec 3, 2020 14:44 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: 		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature:  <small>Charles Sanderson (Dec 3, 2020 14:44 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		





Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 5.5	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed			PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)		
Course Number/Code:	BK133			DELETE				
Course Name/Title:	Introduction to Bee Disease and Management							
Program(s) course associated with:	Commercial Beekeeping							
Course Description:	This is an introduction to microbiology, honey bee diseases and the integrated pest management approach to disease management.							
# of Credits:	1							
Total Course Hours:	22.5							
Total Weeks of Course:	9							
Hours Distribution (i.e. 3-0-3):	Lecture 1.5	Seminar	Lab 1	Lecture	Seminar	Lab		
Other Hours (i.e. clinical hours):	Type		Hours	Type		Hours		
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail				
Pre-Requisites:								
Co-Requisites:								
Work Experience	Hours			Hours				
	Paid	Choose an item.		Paid	Choose an item.			
	Unpaid			Unpaid				
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021				
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted							
Date motion to make this change was passed at Department Meeting: Click here to enter a date.								
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No							
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)						
		2) On which institution and/or course is this course based?						
		3) Specify the course you are requesting from each receiving institution: <div style="display: flex; justify-content: space-between;"> U of A U of C </div> <div style="display: flex; justify-content: space-between;"> U of L Athabasca </div> <div style="display: flex; justify-content: space-between;"> MacEwan University </div>						

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
	Chairperson Comments:	
Chairperson Signature: 		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature:  <small>Chas Sanderson [Dec 3, 2020 14:44 MST]</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/>	Add to Curriculum Agenda	
<input type="checkbox"/>	Editorial. Add to Curriculum Agenda for Information only.	


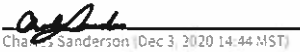


Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM <i>5.6</i>	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed	PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)
Course Number/Code:	BK134		DELETE	
Course Name/Title:	Hive Management for Honey Production			
Program(s) course associated with:	Commercial Beekeeping			
Course Description:	This course is a 'nuts & bolts' practical introduction to all phases of beekeeping and honey production through the annual beekeeping cycle.			
# of Credits:	2.5			
Total Course Hours:	72			
Total Weeks of Course:	9			
Hours Distribution (i.e. 3-0-3):	Lecture 2	Seminar	Lab 6	Lecture Seminar Lab
Other Hours (i.e. clinical hours):	Type	Hours	Type	Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail	
Pre-Requisites:				
Co-Requisites:				
Work Experience	Hours		Hours	
	Paid	Choose an item.	Paid	Choose an item.
	Unpaid		Unpaid	
Effective Date (mm-dd-yy)	Click here to enter a date.		July 1, 2021	
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted			
Date motion to make this change was passed at Department Meeting: Click here to enter a date.				
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No			
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)		
		2) On which institution and/or course is this course based?		
		3) Specify the course you are requesting from each receiving institution: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> U of A U of L MacEwan University </div> <div style="width: 45%;"> U of C Athabasca </div> </div>		

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: 		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature:  <small>Charles Sanderson Dec 3, 2020 14:44 HST</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		





Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM S-7	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed	PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)
Course Number/Code:	BK135		DELETE	
Course Name/Title:	Queen Rearing			
Program(s) course associated with:	Commercial Beekeeping			
Course Description:	This course examines the theory behind queen rearing, management practices involved in producing queens on a commercial scale, and substantial field experience component.			
# of Credits:	3.5			
Total Course Hours:	96			
Total Weeks of Course:	3			
Hours Distribution (i.e. 3-0-3):	Lecture 16	Seminar	Lab 16	Lecture Seminar Lab
Other Hours (i.e. clinical hours):	Type	Hours	Type	Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail	
Pre-Requisites:				
Co-Requisites:				
Work Experience	Hours		Hours	
	Paid	Choose an item.	Paid	Choose an item.
	Unpaid		Unpaid	
Effective Date (mm-dd-yy)	Click here to enter a date.		July 1, 2021	
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted			
Date motion to make this change was passed at Department Meeting: Click here to enter a date.				
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No			
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)		
		2) On which institution and/or course is this course based?		
	3) Specify the course you are requesting from each receiving institution:			
	U of A		U of C	
	U of L		Athabasca	
	MacEwan University			
	Mount Royal University			
	Other			

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: 		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature:  <small>Chris Sanderson (Dec 3, 2020 14:44 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes



This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 5.8	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed		PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)	
Course Number/Code:	BK199			DELETE		
Course Name/Title:	Work Experience Preparation					
Program(s) course associated with:	Commercial Beekeeping					
Course Description:	This course prepares students for their beekeeping work experience. This preparation includes Standard First Aid training, a review of agricultural work place, an overview of expected tasks and responsibilities, required record keeping and checklists, and an introduction to the student's proposed work placement and employer.					
# of Credits:	1					
Total Course Hours:	30					
Total Weeks of Course:	1					
Hours Distribution (i.e. 3-0-3):	Lecture	Seminar 30	Lab	Lecture	Seminar	Lab
Other Hours (i.e. clinical hours):	Type		Hours	Type		Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		
Pre-Requisites:						
Co-Requisites:						
Work Experience	Hours			Hours		
	Paid	Choose an item.		Paid	Choose an item.	
	Unpaid			Unpaid		
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021		
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted					
Date motion to make this change was passed at Department Meeting: Click here to enter a date.						
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No					
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)				
		2) On which institution and/or course is this course based?				

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <i>Chris Sanderson</i>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <i>Chris Sanderson</i> <small>Chris Sanderson (Dec 3, 2020 14:44 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: 		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature:  <small>Charles Sanderson (Dec 3, 2020 14:44 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 5.10	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed		PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)	
Course Number/Code:	BK210			DELETE		
Course Name/Title:	Integration and Professional Development					
Program(s) course associated with:	Commercial Beekeeping					
Course Description:	<p>This course provides an opportunity for students to integrate the theory of apiculture with their beekeeping work experience as well as the professional development experience of participating in the annual Alberta Beekeepers conference. At the conference, students will attend apiculture sessions, give a short presentation or poster session, and network with 100+ Alberta beekeepers. The course includes 10 hours of integration seminars and 20 hours of professional development</p>					
# of Credits:	1					
Total Course Hours:	30					
Total Weeks of Course:	1					
Hours Distribution (i.e. 3-0-3):	Lecture	Seminar 30	Lab	Lecture	Seminar	Lab
Other Hours (i.e. clinical hours):	Type	Hours		Type	Hours	
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		
Pre-Requisites:						
Co-Requisites:						
Work Experience	Hours			Hours		
	Paid	Choose an item.		Paid	Choose an item.	
	Unpaid			Unpaid		
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021		
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted					
Date motion to make this change was passed at Department Meeting:						
Click here to enter a date.						
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No					

Application for Academic Course Changes

	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)
		2) On which institution and/or course is this course based?
		3) Specify the course you are requesting from <u>each</u> receiving institution: U of A U of L MacEwan University Mount Royal University Other U of C Athabasca

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <i>Christy Seaward</i>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <i>[Signature]</i> <small>Charles Sanderson (Dec 3, 2020 14:44 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		





Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 5.11	CURRENT	Only fill in current information in those boxes where changes are proposed	PROPOSED	ALL boxes must be filled in (use n/a when no information applies)
Course Number/Code:	BK310		DELETE	
Course Name/Title:	Food Safety and Regulations for Beekeepers			
Program(s) course associated with:	Commercial Beekeeping			
Course Description:	Course is a study of government regulations, policies, guidelines, standards and certifications that impact honey production, processing, marketing. Includes honey house requirements and hygiene, current issues/trends for food safety and traceability.			
# of Credits:	1			
Total Course Hours:	24			
Total Weeks of Course:	8			
Hours Distribution (i.e. 3-0-3):	Lecture 3	Seminar	Lab	Lecture Seminar Lab
Other Hours (i.e. clinical hours):	Type	Hours	Type	Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail	
Pre-Requisites:				
Co-Requisites:				
Work Experience	Hours		Hours	
	Paid	Choose an item.	Paid	Choose an item.
	Unpaid		Unpaid	
Effective Date (mm-dd-yy)	Click here to enter a date.		July 1, 2021	
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted			
Date motion to make this change was passed at Department Meeting: Click here to enter a date.				
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No			
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)		
		2) On which institution and/or course is this course based?		
		3) Specify the course you are requesting from <u>each</u> receiving institution: U of A U of C U of L Athabasca MacEwan University Mount Royal University		

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: 		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature:  <small>Christy Sanderson (Dec 3, 2020 14:44 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 5-12	CURRENT	Only fill in current information in those boxes where changes are proposed			PROPOSED	ALL boxes must be filled in (use n/a when no information applies)		
Course Number/Code:	BK320				DELETE			
Course Name/Title:	Business of Bees							
Program(s) course associated with:	Commercial Beekeeping							
Course Description:	This course provides an overview of sound business practices in the management of an apiary. Topics include basic principles and practices for business start-up, budgeting, financial record keeping, computer fundamentals, information management, and resources for honey operations.							
# of Credits:	3							
Total Course Hours:	72							
Total Weeks of Course:	8							
Hours Distribution (i.e. 3-0-3):	Lecture 5	Seminar 2	Lab 7		Lecture	Seminar	Lab	
Other Hours (i.e. clinical hours):	Type	Hours			Type	Hours		
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail				Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			
Pre-Requisites:								
Co-Requisites:								
Work Experience	Hours				Hours			
	Paid	Choose an item.			Paid	Choose an item.		
	Unpaid				Unpaid			
Effective Date (mm-dd-yy)	Click here to enter a date.				July 1, 2021			
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted							
Date motion to make this change was passed at Department Meeting: Click here to enter a date.								
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No							
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)						
		2) On which institution and/or course is this course based?						

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <i>Christy Sanderson</i>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <i>[Signature]</i> <small>Chair, Sanderson (Dec 3, 2020 14:44 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM	CURRENT	Only fill in current information in those boxes where changes are proposed	PROPOSED	ALL boxes must be filled in (use n/a when no information applies)
5.13				
Course Number/Code:	BK331		DELETE	
Course Name/Title:	Advance Management Options for Beekeepers			
Program(s) course associated with:	Commercial Beekeeping			
Course Description:	This course is an in-depth study of various contemporary options to increase production, manage bees, or increase value.			
# of Credits:	2			
Total Course Hours:	48			
Total Weeks of Course:	8			
Hours Distribution (i.e. 3-0-3):	Lecture 2	Seminar 2	Lab 2	Lecture Seminar Lab
Other Hours (i.e. clinical hours):	Type	Hours	Type	Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail	
Pre-Requisites:				
Co-Requisites:				
Work Experience	Hours		Hours	
	Paid	Choose an item.	Paid	Choose an item.
	Unpaid		Unpaid	
Effective Date (mm-dd-yy)	Click here to enter a date.		July 1, 2021	
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted			
Date motion to make this change was passed at Department Meeting: Click here to enter a date.				
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No			
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)		
		2) On which institution and/or course is this course based?		
		3) Specify the course you are requesting from each receiving institution: <div style="display: flex; justify-content: space-between;"> U of A U of C </div> <div style="display: flex; justify-content: space-between;"> U of L Athabasca </div> <div style="display: flex; justify-content: space-between;"> MacEwan University </div> <div style="display: flex; justify-content: space-between;"> Mount Royal University </div> <div style="display: flex; justify-content: space-between;"> Other </div>		

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <i>Christy Sanderson</i>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <i>[Signature]</i> <small>Christy Sanderson (Dec 3, 2020 14:44 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		





Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 5.14	CURRENT	Only fill in current information in those boxes where changes are proposed	PROPOSED	ALL boxes must be filled in (use n/a when no information applies)
Course Number/Code:	BK332		DELETE	
Course Name/Title:	Product Processing, Packaging and Marketing			
Program(s) course associated with:	Commercial Beekeeping			
Course Description:	A look at honey house design, processing mentods, value-adding options, packaging, market trends for honey, options for selling honey and honey-related products.			
# of Credits:	1			
Total Course Hours:	33			
Total Weeks of Course:	1			
Hours Distribution (i.e. 3-0-3):	Lecture	Seminar	Lab 33	Lecture Seminar Lab
Other Hours (i.e. clinical hours):	Type	Hours	Type	Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail	
Pre-Requisites:				
Co-Requisites:				
Work Experience	Hours		Hours	
	Paid	Choose an item.	Paid	Choose an item.
	Unpaid		Unpaid	
Effective Date (mm-dd-yy)	Click here to enter a date.		July 1, 2021	
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted			
Date motion to make this change was passed at Department Meeting: Click here to enter a date.				
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No			
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)		
		2) On which institution and/or course is this course based?		
	3) Specify the course you are requesting from <u>each</u> receiving institution:			
	U of A		U of C	
	U of L		Athabasca	
	MacEwan University			
	Mount Royal University			
	Other			

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: 		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature:  <small>Chris Sanderson (Dec 3, 2020 14:44 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		





Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 5.15	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed		PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)	
Course Number/Code:	BK333			DELETE		
Course Name/Title:	Processing and Packaging Field Trip					
Program(s) course associated with:	Commercial Beekeeping					
Course Description:	This course is a week-long field trip to major honey processing and packaging facilities in Alberta. Students will visit various commercial processors, see many packaging and value-adding options, and have the opportunity to discuss processing and packaging with industry leaders.					
# of Credits:	1					
Total Course Hours:	33					
Total Weeks of Course:	1					
Hours Distribution (i.e. 3-0-3):	Lecture	Seminar	Lab 33	Lecture	Seminar	Lab
Other Hours (i.e. clinical hours):	Type		Hours	Type		Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		
Pre-Requisites:						
Co-Requisites:						
Work Experience	Hours			Hours		
	Paid	Choose an item.		Paid	Choose an item.	
	Unpaid			Unpaid		
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021		
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted					
Date motion to make this change was passed at Department Meeting: Click here to enter a date.						
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No					
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)				
		2) On which institution and/or course is this course based?				

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: 		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature:  <small>Christy Sanderson (Dec 3, 2020 14:44 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 5.16	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed		PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)	
Course Number/Code:	BK361			DELETE		
Course Name/Title:	Integrated Pest Management					
Program(s) course associated with:	Commercial Beekeeping					
Course Description:	Focus on the integrated approach to manage pests, diseases, parasites and other threats to bees/colonies and an in-depth study of monitoring, control strategies, and the safe use and handling of chemicals used to maintain hive health.					
# of Credits:	1.5					
Total Course Hours:	36					
Total Weeks of Course:	8					
Hours Distribution (i.e. 3-0-3):	Lecture 2.5	Seminar	Lab 2	Lecture	Seminar	Lab
Other Hours (i.e. clinical hours):	Type		Hours	Type		Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		
Pre-Requisites:						
Co-Requisites:						
Work Experience	Hours			Hours		
	Paid	Choose an item.		Paid	Choose an item.	
	Unpaid			Unpaid		
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021		
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted					
Date motion to make this change was passed at Department Meeting: Click here to enter a date.						
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No					
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)				
		2) On which institution and/or course is this course based?				

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <i>Chris Seaward</i>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <i>[Signature]</i> <small>Chris Sanderson (Dec 3, 2020 14:44 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 5.17	CURRENT	Only fill in current information in those boxes where changes are proposed	PROPOSED	ALL boxes must be filled in (use n/a when no information applies)
Course Number/Code:	BK365		DELETE	
Course Name/Title:	Bees and the Environment			
Program(s) course associated with:	Commercial Beekeeping			
Course Description:	This course provides a larger context for the practice of beekeeping. Topics include an overview of the industry in Canada, North America and globally, the evolution of beekeeping, the role of bees in the human food link, global issues and trends in beekeeping and the role of beekeepers in advocacy for bees and the environment.			
# of Credits:	1			
Total Course Hours:	16			
Total Weeks of Course:	8			
Hours Distribution (i.e. 3-0-3):	Lecture 2	Seminar	Lab	Lecture Seminar Lab
Other Hours (i.e. clinical hours):	Type	Hours	Type	Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail	
Pre-Requisites:				
Co-Requisites:				
Work Experience	Hours		Hours	
	Paid	Choose an item.	Paid	Choose an item.
	Unpaid		Unpaid	
Effective Date (mm-dd-yy)	Click here to enter a date.		July 1, 2021	
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted			
Date motion to make this change was passed at Department Meeting: Click here to enter a date.				
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No			
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)		
		2) On which institution and/or course is this course based?		
		3) Specify the course you are requesting from each receiving institution: U of A U of C U of L Athabasca MacEwan University		

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <i>Christy Seaward</i>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <i>[Signature]</i> <small>Christy Sanderson (Dec 3, 2020 14:44 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 6.1	CURRENT	Only fill in current information in those boxes where changes are proposed		PROPOSED	ALL boxes must be filled in (use n/a when no information applies)	
Course Number/Code:	HA100			DELETE		
Course Name/Title:	Welding					
Program(s) course associated with:	General Mechanics					
Course Description:	This introductory course covers the safe use of oxy-acetylene equipment for heating, cutting, fusion and braze welding.					
# of Credits:	2					
Total Course Hours:	30					
Total Weeks of Course:	14					
Hours Distribution (i.e. 3-0-3):	Lecture	Seminar	Lab	Lecture	Seminar	Lab
Other Hours (i.e. clinical hours):	Type		Hours	Type		Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		
Pre-Requisites:						
Co-Requisites:						
Work Experience	Hours			Hours		
	Paid	Choose an item.		Paid	Choose an item.	
	Unpaid			Unpaid		
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021		
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted.					
Date motion to make this change was passed at Department Meeting: Click here to enter a date.						
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No					
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)				
		2) On which institution and/or course is this course based?				
	3) Specify the course you are requesting from each receiving institution: <div style="display: flex; justify-content: space-between;"> U of A U of C </div> <div style="display: flex; justify-content: space-between;"> U of L Athabasca </div> MacEwan University Mount Royal University Other					

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <i>Tony Skrzyrak</i>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <i>Charles Sanderson</i> <small>Charles Sanderson (Dec 4, 2020 10:07 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 6.2	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed		PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)	
Course Number/Code:	HA131			DELETE		
Course Name/Title:	Workshop Practices I					
Program(s) course associated with:	General Mechanics					
Course Description:	This lab covers the safe use and care of hand tools, power tools and general shop equipment. Disassembly procedures, inspection and measurement procedures. On gasoline and/or diesel engines. Where possible, students will do an actual engine overhaul.					
# of Credits:	12.5					
Total Course Hours:	60					
Total Weeks of Course:	14					
Hours Distribution (i.e. 3-0-3):	Lecture	Seminar	Lab	Lecture	Seminar	Lab
Other Hours (i.e. clinical hours):	Type		Hours	Type		Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		
Pre-Requisites:						
Co-Requisites:						
Work Experience	Hours			Hours		
	Paid	Choose an item.		Paid	Choose an item.	
	Unpaid			Unpaid		
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021		
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted.					
Date motion to make this change was passed at Department Meeting: Click here to enter a date.						
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No					
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)				
		2) On which institution and/or course is this course based?				
	3) Specify the course you are requesting from each receiving institution: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> U of A U of L MacEwan University Mount Royal University </div> <div style="width: 45%;"> U of C Athabasca </div> </div>					

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
	Chairperson Comments:	
	Chairperson Signature: <i>Tony Shmyrsk</i>	
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <i>Charles Sanderson</i> <small>Charles Sanderson (Dec 4, 2020 10:07 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 6-3	CURRENT	Only fill in current information in those boxes where changes are proposed		PROPOSED	ALL boxes must be filled in (use n/a when no information applies)		
Course Number/Code:	HA141			DELETE			
Course Name/Title:	Basic Engines						
Program(s) course associated with:	General Mechanics						
Course Description:	This theory course covers the operating principles, servicing procedures, troubleshooting procedures and proper repair techniques of gasoline or diesel engines.						
# of Credits:	3.5						
Total Course Hours:	60						
Total Weeks of Course:	14						
Hours Distribution (i.e. 3-0-3):	Lecture	Seminar	Lab	Lecture	Seminar	Lab	
Other Hours (i.e. clinical hours):	Type		Hours	Type		Hours	
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			
Pre-Requisites:							
Co-Requisites:							
Work Experience	Hours			Hours			
	Paid	Choose an item.		Paid	Choose an item.		
	Unpaid			Unpaid			
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021			
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted.						
Date motion to make this change was passed at Department Meeting: Click here to enter a date.							
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No						
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)					
		2) On which institution and/or course is this course based?					
	3) Specify the course you are requesting from <u>each</u> receiving institution: U of A U of L MacEwan University Mount Royal University Other						

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <i>Tony Skrzydek</i>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <i>[Signature]</i> <small>Charles Sanderson (Dec 4, 2020 10:07 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 6.4	CURRENT			PROPOSED			ALL boxes must be filled in (use n/a when no information applies)		
Course Number/Code:	HA151			DELETE					
Course Name/Title:	Hydraulics								
Program(s) course associated with:	General Mechanics								
Course Description:	This theory course covers the operation, repair and service of clutches, hydraulic systems and driveshafts pertaining to both on and off highway vehicles.								
# of Credits:	2.0								
Total Course Hours:	30								
Total Weeks of Course:	14								
Hours Distribution (i.e. 3-0-3):	Lecture	Seminar	Lab	Lecture	Seminar	Lab			
Other Hours (i.e. clinical hours):	Type		Hours	Type		Hours			
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail					
Pre-Requisites:									
Co-Requisites:									
Work Experience	Hours			Hours					
	Paid	Choose an item.		Paid	Choose an item.				
	Unpaid			Unpaid					
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021					
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted.								
Date motion to make this change was passed at Department Meeting: Click here to enter a date.									
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No								
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)							
		2) On which institution and/or course is this course based?							
	3) Specify the course you are requesting from each receiving institution: U of A U of C U of L Athabasca MacEwan University Mount Royal University Other								

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <i>Tony Shmygub</i>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <i>[Signature]</i> <small>Charles Sanderson (Dec 4, 2020 10:07 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 6.5	CURRENT	Only fill in current information in those boxes where changes are proposed	PROPOSED	ALL boxes must be filled in (use n/a when no information applies)		
Course Number/Code:	HA161		DELETE			
Course Name/Title:	Suspension and Steering					
Program(s) course associated with:	General Mechanics					
Course Description:	This theory course will train the student in the operation, diagnosis, repair and services of steering and suspension systems used on automotive heavy equipment including both on and off road application.					
# of Credits:	3.5					
Total Course Hours:	60					
Total Weeks of Course:	14					
Hours Distribution (i.e. 3-0-3):	Lecture	Seminar	Lab	Lecture	Seminar	Lab
Other Hours (i.e. clinical hours):	Type	Hours	Type	Hours		
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		
Pre-Requisites:						
Co-Requisites:						
Work Experience	Hours		Hours			
	Paid	Choose an item.	Paid	Choose an item.		
	Unpaid		Unpaid			
Effective Date (mm-dd-yy)	Click here to enter a date.		July 1, 2021			
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted.					
Date motion to make this change was passed at Department Meeting: Click here to enter a date.						
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No					
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)				
		2) On which institution and/or course is this course based?				
		3) Specify the course you are requesting from each receiving institution: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> U of A U of L MacEwan University Mount Royal University Other </div> <div style="width: 45%;"> U of C Athabasca </div> </div>				

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <i>Tony Shmyrdek</i>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <i>[Signature]</i> <small>Chad Sanderson (Dec 4, 2020 10:07 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 6-6	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed		PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)	
Course Number/Code:	HA181			DELETE		
Course Name/Title:	Basic Materials, Tools and Skill					
Program(s) course associated with:	General Mechanics					
Course Description:	This theory course covers trade terminology and abbreviations, materials and forming methods used in the manufacture of motor vehicles. Identification, use and care of hand and measuring tools, and the application of common fasteners, threads, tubing and hoses are also studied.					
# of Credits:	2.0					
Total Course Hours:	30					
Total Weeks of Course:	14					
Hours Distribution (i.e. 3-0-3):	Lecture	Seminar	Lab	Lecture	Seminar	Lab
Other Hours (i.e. clinical hours):	Type		Hours	Type		Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		
Pre-Requisites:						
Co-Requisites:						
Work Experience	Hours			Hours		
	Paid	Choose an item.		Paid	Choose an item.	
	Unpaid			Unpaid		
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021		
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted.					
Date motion to make this change was passed at Department Meeting: Click here to enter a date.						
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No					
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)				
		2) On which institution and/or course is this course based?				
		3) Specify the course you are requesting from each receiving institution: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> U of A U of L MacEwan University Mount Royal University </div> <div style="width: 45%;"> U of C Athabasca </div> </div>				

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <i>Tony Shmyrsk</i>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <i>[Signature]</i> <small>Chris Sanderson (Dec 4, 2020 10:07 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 6.7	CURRENT	Only fill in current information in those boxes where changes are proposed		PROPOSED	ALL boxes must be filled in (use n/a when no information applies)	
Course Number/Code:	HA201			DELETE		
Course Name/Title:	Hydraulic Brake Systems					
Program(s) course associated with:	General Mechanics					
Course Description:	This theory course will cover the theory, repair and servicing of hydraulic, air and mechanical braking systems.					
# of Credits:	2.5					
Total Course Hours:	40					
Total Weeks of Course:	14					
Hours Distribution (i.e. 3-0-3):	Lecture	Seminar	Lab	Lecture	Seminar	Lab
Other Hours (i.e. clinical hours):	Type		Hours	Type		Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		
Pre-Requisites:						
Co-Requisites:						
Work Experience	Hours			Hours		
	Paid	Choose an item.		Paid	Choose an item.	
	Unpaid			Unpaid		
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021		
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted.					
Date motion to make this change was passed at Department Meeting: Click here to enter a date.						
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No					
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)				
		2) On which institution and/or course is this course based?				
	3) Specify the course you are requesting from each receiving institution:					
	U of A			U of C		
	U of L			Athabasca		
	MacEwan University					
	Mount Royal University					
	Other					

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
	Chairperson Comments:	
	Chairperson Signature: <i>Tony Shmyrsk</i>	
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <i>[Signature]</i> <small>Cha... Sanderson (Dec 4, 2020 10:07 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 6.8	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed	PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)		
Course Number/Code:	HA212		DELETE			
Course Name/Title:	Public Relations, Work Habits, Ethics, Related Subjects					
Program(s) course associated with:	General Mechanics					
Course Description:	This course covers, in greater detail, job related communication skills, job safety training, WHMIS training and an introduction to part acquisition systems.					
# of Credits:	3.0					
Total Course Hours:	57					
Total Weeks of Course:	14					
Hours Distribution (i.e. 3-0-3):	Lecture	Seminar	Lab	Lecture	Seminar	Lab
Other Hours (i.e. clinical hours):	Type	Hours	Type	Hours		
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			
Pre-Requisites:						
Co-Requisites:						
Work Experience	Hours		Hours			
	Paid	Choose an item.	Paid	Choose an item.		
	Unpaid		Unpaid			
Effective Date (mm-dd-yy)	Click here to enter a date.		July 1, 2021			
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted.					
Date motion to make this change was passed at Department Meeting: Click here to enter a date.						
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No					
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)				
		2) On which institution and/or course is this course based?				
		3) Specify the course you are requesting from <u>each</u> receiving institution: U of A U of C U of L Athabasca MacEwan University Mount Royal University Other				

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
	Chairperson Comments:	
	Chairperson Signature: <i>Tony Shmygub</i>	
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <i>[Signature]</i> <small>Chair, Sanderson (Dec 4, 2020 10:07 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 6.9	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed		PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)	
Course Number/Code:	HA220			DELETE		
Course Name/Title:	Work Practicum					
Program(s) course associated with:	General Mechanics					
Course Description:	This course is designed to simulate actual working conditions in the industry and the associated jobs and responsibilities. Completion of this course may involve industry based work experience of program approved locations for a 4 week period.					
# of Credits:	2.5					
Total Course Hours:	160					
Total Weeks of Course:	14					
Hours Distribution (i.e. 3-0-3):	Lecture	Seminar	Lab	Lecture	Seminar	Lab
Other Hours (i.e. clinical hours):	Type		Hours	Type		Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		
Pre-Requisites:						
Co-Requisites:						
Work Experience	Hours			Hours		
	Paid	Choose an item.		Paid	Choose an item.	
	Unpaid			Unpaid		
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021		
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted.					
Date motion to make this change was passed at Department Meeting: Click here to enter a date.						
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No					
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)				
		2) On which institution and/or course is this course based?				
		3) Specify the course you are requesting from each receiving institution: <div style="display: flex; justify-content: space-between;"> U of A U of C </div> <div style="display: flex; justify-content: space-between;"> U of L Athabasca </div> <div style="display: flex; justify-content: space-between;"> MacEwan University </div> <div style="display: flex; justify-content: space-between;"> Mount Royal University </div>				

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <i>Tony Skrzybek</i>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <i>[Signature]</i> <small>Chancellor Sanderson (Dec 4, 2020 10:07 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 6.10	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed			PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)		
Course Number/Code:	HA231			DELETE				
Course Name/Title:	Workshop Practices II							
Program(s) course associated with:	General Mechanics							
Course Description:	A mainly practical course in the repair adjustment and overhaul of suspension, steering, power and hydraulic brake systems found in modern vehicles.							
# of Credits:	11							
Total Course Hours:	183 hours							
Total Weeks of Course:	14							
Hours Distribution (i.e. 3-0-3):	Lecture	Seminar	Lab	Lecture	Seminar	Lab		
Other Hours (i.e. clinical hours):	Type	Hours		Type	Hours			
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail				
Pre-Requisites:								
Co-Requisites:								
Work Experience	Hours			Hours				
	Paid	Choose an item.		Paid	Choose an item.			
	Unpaid			Unpaid				
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021				
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted.							
Date motion to make this change was passed at Department Meeting: Click here to enter a date.								
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No							
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)						
		2) On which institution and/or course is this course based?						
	3) Specify the course you are requesting from each receiving institution:							
	U of A		U of C					
	U of L		Athabasca					
	MacEwan University							
	Mount Royal University							
	Other							

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <i>Tony Skrzyrak</i>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <i>[Signature]</i> <small>Cha...Sanderson Dec 4, 2020 10:07 MST</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM <i>6.11</i>	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed	PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)		
Course Number/Code:	HA291		DELETE			
Course Name/Title:	Electrical 1					
Program(s) course associated with:	General Mechanics					
Course Description:	This Classroom course is designed to prepare students to solve problems related to electrical aspects of mechanics. Topics include basic electrical fundamentals, Ohm's Law and electrical circuits. Theory of lead-acid batteries, including construction, testing and safety precautions					
# of Credits:	2.5					
Total Course Hours:	40					
Total Weeks of Course:	14					
Hours Distribution (i.e. 3-0-3):	Lecture	Seminar	Lab	Lecture	Seminar	Lab
Other Hours (i.e. clinical hours):	Type	Hours		Type	Hours	
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		
Pre-Requisites:						
Co-Requisites:						
Work Experience	Hours			Hours		
	Paid	Choose an item.		Paid	Choose an item.	
	Unpaid			Unpaid		
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021		
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted.					

Date motion to make this change was passed at Department Meeting:

[Click here to enter a date.](#)

Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No	
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)
		2) On which institution and/or course is this course based?
		3) Specify the course you are requesting from each receiving institution: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> U of A U of L MacEwan University Mount Royal University </div> <div style="width: 45%;"> U of C Athabasca </div> </div>

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
	Chairperson Comments:	
	Chairperson Signature: <i>Tony Shmyzuk</i>	
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <i>[Signature]</i> <small>Cha... Sanderson (Dec 4, 2020 10:07 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM <i>6.12</i>	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed		PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)	
Course Number/Code:	HA292			DELETE		
Course Name/Title:	Electrical II					
Program(s) course associated with:	General Mechanics					
Course Description:	This course will cover the introduction to electrical test equipment, diagnosis and service repair of various electrical systems found on highway and off highway vehicles. Some practical shop projects may be assigned.					
# of Credits:	2.5					
Total Course Hours:	40					
Total Weeks of Course:	14					
Hours Distribution (i.e. 3-0-3):	Lecture	Seminar	Lab	Lecture	Seminar	Lab
Other Hours (i.e. clinical hours):	Type		Hours	Type		Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		
Pre-Requisites:						
Co-Requisites:						
Work Experience	Hours			Hours		
	Paid	Choose an item.		Paid	Choose an item.	
	Unpaid			Unpaid		
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021		
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted.					
Date motion to make this change was passed at Department Meeting: Click here to enter a date.						
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No					
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)				
		2) On which institution and/or course is this course based?				
	3) Specify the course you are requesting from each receiving institution:					
	U of A			U of C		
	U of L			Athabasca		
	MacEwan University					
	Mount Royal University					

Application for Academic Course Changes

		Other
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Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <i>Tony Skrzyrak</i>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <i>[Signature]</i> <small>Charles Sanderson (Dec 4, 2020 10:07 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 6.13	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed		PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)	
Course Number/Code:	HA293			DELETE		
Course Name/Title:	Heavy Duty Air and Hydraulic Brake Systems					
Program(s) course associated with:	General Mechanics					
Course Description:	This theory course prepares students to understand the operation, diagnosis and repair of typical heavy truck and equipment air and hydraulic brake systems. Vacuum and hydraulic brake boosters and air anti-lock brake systems operation, diagnosis and repair are included. An opportunity to challenge the "Q" endorsement is available to the students.					
# of Credits:	4.0					
Total Course Hours:	60					
Total Weeks of Course:	14					
Hours Distribution (i.e. 3-0-3):	Lecture	Seminar	Lab	Lecture	Seminar	Lab
Other Hours (i.e. clinical hours):	Type		Hours	Type		Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		
Pre-Requisites:						
Co-Requisites:						
Work Experience	Hours			Hours		
	Paid	Choose an item.		Paid	Choose an item.	
	Unpaid			Unpaid		
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021		
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted.					
Date motion to make this change was passed at Department Meeting: Click here to enter a date.						
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No					
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)				
		2) On which institution and/or course is this course based?				

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <i>Tony Shmyrko</i>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <i>[Signature]</i> <small>Cheryl Sanderson (Dec 4, 2020 10:07 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 7.1	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed			PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)		
Course Number/Code:	HE1100			DELETE				
Course Name/Title:	Safety Materials and Tools							
Program(s) course associated with:								
Course Description:	Demonstrate communications skills and workshop safety as it pertains to Occupational Health and Safety Standards. Perform lifting operations using proper techniques and equipment as it pertains to Occupational Health and Safety Standards. Identify materials and fasteners commonly used in the trade. Demonstrate the correct use of hand, shop and power tools common to the trade. Demonstrate the correct use of measuring tools common to the trade. Perform metal cutting, introduction to arc welding and heating operations safely, using oxyacetylene equipment.							
# of Credits:	3							
Total Course Hours:	80							
Total Weeks of Course:	16							
Hours Distribution (i.e. 3-0-3):	Lecture 2	Seminar 0	Lab 3	Lecture	Seminar	Lab		
Other Hours (i.e. clinical hours):	Type		Hours	Type		Hours		
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail				
Pre-Requisites:								
Co-Requisites:								
Work Experience	Hours				Hours			
	Paid	Choose an item.			Paid	Choose an item.		
	Unpaid				Unpaid			
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021				
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted.							
Date motion to make this change was passed at Department Meeting:								
Click here to enter a date.								
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No							
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)						
		2) On which institution and/or course is this course based?						

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <u>Darcy Moss</u> <small>Darcy Moss (Dec 3, 2020 20:09 MST)</small>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <u>[Signature]</u> <small>Chas Sanderson (Dec 3, 2020 20:46 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 7-2	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed		PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)	
Course Number/Code:	HE1200			DELETE		
Course Name/Title:	Suspension Wheels and Systems					
Program(s) course associated with:						
Course Description:	Explain the operating principles and design features of common frame and suspension systems. Repair common types of frame and suspension systems. Service common bearings and seals. Service wheels, tires and hubs. Identify common trailer systems and components. Service trailer coupling systems and landing gear. Explain trailer inspection according to CVI regulations. Explain typical maintenance programs used with off-road and on road equipment.					
# of Credits:	4					
Total Course Hours:	104					
Total Weeks of Course:	16					
Hours Distribution (i.e. 3-0-3):	Lecture 2	Seminar 0	Lab 4.5	Lecture	Seminar	Lab
Other Hours (i.e. clinical hours):	Type		Hours	Type		Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		
Pre-Requisites:						
Co-Requisites:						
Work Experience	Hours			Hours		
	Paid	Choose an item.		Paid	Choose an item.	
	Unpaid			Unpaid		
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021		
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted.					
Date motion to make this change was passed at Department Meeting: Click here to enter a date.						
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No					
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)				
		2) On which institution and/or course is this course based?				

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <u>Darcy Moss</u> <small>Darcy Moss (Dec 3, 2020 20:09 MST)</small>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <u>[Signature]</u> <small>Chad Sanderson (Dec 3, 2020 20:46 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <u>Darcy Moss</u> <small>Darcy Moss (Dec 3, 2020 20:09 MST)</small>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <u>[Signature]</u> <small>Charles Sanderson (Dec 3, 2020 20:46 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 7.4	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed		PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)	
Course Number/Code:	HE1400			DELETE		
Course Name/Title:	Electrical 1 and Electronic 1					
Program(s) course associated with:						
Course Description:	Apply scientific principles to explain electrical theory. Identify electrical circuit types and circuit defects. Apply scientific principles to explain the theory of magnetism. Use electrical test equipment to measure electrical values and check circuit operation. Service, test and charge a lead-acid battery. Test and repair electrical circuits. Test discrete electronic components used in the trade. Describe the operation of basic computer-controlled systems..					
# of Credits:	3					
Total Course Hours:	96					
Total Weeks of Course:	16					
Hours Distribution (i.e. 3-0-3):	Lecture 2.5	Seminar 0	Lab 3.5	Lecture	Seminar	Lab
Other Hours (i.e. clinical hours):	Type		Hours	Type		Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		
Pre-Requisites:						
Co-Requisites:						
Work Experience	Hours			Hours		
	Paid	Choose an item.		Paid	Choose an item.	
	Unpaid			Unpaid		
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021		
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted.					
Date motion to make this change was passed at Department Meeting: Click here to enter a date.						
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No					
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)				
		2) On which institution and/or course is this course based?				

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <u>Darcy Moss</u> <small>Darcy Moss (Dec 3, 2020 20:09 MST)</small>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <u>[Signature]</u> <small>Chris Sanderson (Dec 3, 2020 20:46 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <u>Darcy Moss</u> <small>Darcy Moss (Dec 3, 2020 20:09 MST)</small>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <u>Cheryl Sanderson</u> <small>Cheryl Sanderson (Dec 3, 2020 20:46 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 7.6	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed		PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)	
Course Number/Code:	HE1600			DELETE		
Course Name/Title:	Air Brakes					
Program(s) course associated with:						
Course Description:	Explain the fundamental principles of operation of an air brake system. Explain the operating principles of air brake mechanical components. Explain the principles of operation of truck/tractor air brake systems. Explain the principles of trailer brake system component operation. Service and diagnose truck/tractor and trailer air brake systems. Describe the basic operation of an air antilock brake system.					
# of Credits:	3					
Total Course Hours:	104					
Total Weeks of Course:	16					
Hours Distribution (i.e. 3-0-3):	Lecture 2.5	Seminar 0	Lab 4	Lecture	Seminar	Lab
Other Hours (i.e. clinical hours):	Type		Hours	Type		Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		
Pre-Requisites:						
Co-Requisites:						
Work Experience	Hours			Hours		
	Paid	Choose an item.		Paid	Choose an item.	
	Unpaid			Unpaid		
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021		
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted.					
Date motion to make this change was passed at Department Meeting: Click here to enter a date.						
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No					
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)				
		2) On which institution and/or course is this course based?				

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <u>Darcy Moss</u> <small>Darcy Moss (Dec 3, 2020 20:09 MST)</small>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <u>[Signature]</u> <small>Chad Sanderson (Dec 3, 2020 20:46 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 7.7	CURRENT	Only fill in current information in those boxes where changes are proposed		PROPOSED	ALL boxes must be filled in (use n/a when no information applies)	
Course Number/Code:	HE2100			DELETE		
Course Name/Title:	Engine Fundamentals Service and Repair					
Program(s) course associated with:						
Course Description:	<p>Explain the operating principles and design features of two and four stroke internal combustion engines. Describe the functions and design features of cylinder block assemblies. Service a piston and connecting rod assembly. Describe the functions and design features of pistons, piston rings and connecting rods. Inspect an engine block assembly for serviceability. Describe the functions and design features of pistons, piston rings and connecting rods. Service a piston and connecting rod assembly. Service crankshafts, friction bearings and related components. Describe the functions and design features of crankshafts and their related components. Describe the functions and design features of camshafts and related components. Service camshaft and related components. Service cylinder heads and valve train components.</p>					
# of Credits:	5					
Total Course Hours:	144					
Total Weeks of Course:	18					
Hours Distribution (i.e. 3-0-3):	Lecture 2.5	Seminar 0	Lab 5.5	Lecture	Seminar	Lab
Other Hours (i.e. clinical hours):	Type	Hours		Type	Hours	
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		
Pre-Requisites:						
Co-Requisites:						
Work Experience	Hours			Hours		
	Paid	Choose an item.		Paid	Choose an item.	
	Unpaid			Unpaid		
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021		
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted.					
Date motion to make this change was passed at Department Meeting: Click here to enter a date.						
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No					

Application for Academic Course Changes

	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)
		2) On which institution and/or course is this course based?
		3) Specify the course you are requesting from each receiving institution: U of A U of L MacEwan University Mount Royal University Other U of C Athabasca

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <u>Darcy Moss</u> <small>Darcy Moss (Dec 3, 2020 20:09 MST)</small>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <u>Charles Sanderson</u> <small>Charles Sanderson (Dec 3, 2020 20:46 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 7-8	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed		PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)	
Course Number/Code:	HE2200			DELETE		
Course Name/Title:	Engine Systems					
Program(s) course associated with:						
Course Description:	Service air induction, exhaust systems and related components. Service turbo charged air induction systems. Service lubrication systems and related components. Service liquid and air-cooling systems and related components.					
# of Credits:	2					
Total Course Hours:	63					
Total Weeks of Course:	18					
Hours Distribution (i.e. 3-0-3):	Lecture 1	Seminar 0	Lab 2.5	Lecture	Seminar	Lab
Other Hours (i.e. clinical hours):	Type		Hours	Type		Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		
Pre-Requisites:						
Co-Requisites:						
Work Experience	Hours			Hours		
	Paid	Choose an item.		Paid	Choose an item.	
	Unpaid			Unpaid		
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021		
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted.					
Date motion to make this change was passed at Department Meeting: Click here to enter a date.						
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No					
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)				
		2) On which institution and/or course is this course based?				
	3) Specify the course you are requesting from each receiving institution: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> U of A U of L MacEwan University Mount Royal University </div> <div style="width: 45%;"> U of C Athabasca </div> </div>					

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <u>Darcy Moss</u> <small>Darcy Moss (Dec 3, 2020 20:09 MST)</small>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <u>Charles Sanderson</u> <small>Charles Sanderson (Dec 3, 2020 20:46 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 7.9	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed			PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)		
Course Number/Code:	HE2300			DELETE				
Course Name/Title:	Diesel Fuel Injection Systems							
Program(s) course associated with:								
Course Description:	Handle and store diesel fuel using safe and efficient practices. Apply the theory of the combustion process to engine operation and diagnosis. Explain the operation of a basic fuel injection system. Service the fuel injection supply system. Service port/helix metering fuel injection systems. Perform fuel injector testing, removal and replacement. Service opposed plunger inlet metering fuel injection systems. Explain governor operation and adjustments. Perform fuel injector testing, removal and replacement. Explain the operating principles of engine shutdown and warning systems.							
# of Credits:	2							
Total Course Hours:	63							
Total Weeks of Course:	18							
Hours Distribution (i.e. 3-0-3):	Lecture 1	Seminar 0	Lab 2.5	Lecture	Seminar	Lab		
Other Hours (i.e. clinical hours):	Type		Hours	Type		Hours		
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail				
Pre-Requisites:								
Co-Requisites:								
Work Experience	Hours				Hours			
	Paid	Choose an item.			Paid	Choose an item.		
	Unpaid				Unpaid			
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021				
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted.							
Date motion to make this change was passed at Department Meeting: Click here to enter a date.								
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No							
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)						

Application for Academic Course Changes

	2) On which institution and/or course is this course based?
	3) Specify the course you are requesting from each receiving institution: U of A U of L MacEwan University Mount Royal University Other U of C Athabasca

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <u>Darcy Moss</u> <small>Darcy Moss (Dec 3, 2020 20:09 MST)</small>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <u>[Signature]</u> <small>Chas Sanderson (Dec 3, 2020 20:46 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <u>Darcy Moss</u> <small>Darcy Moss (Dec 3, 2020 20:09 MST)</small>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <u>Charles Sanderson</u> <small>Charles Sanderson (Dec 3, 2020 20:45 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <u>Darcy Moss</u> <small>Darcy Moss (Dec 3, 2020 20:09 MST)</small>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <u>Charles Sanderson</u> <small>Charles Sanderson (Dec 3, 2020 20:46 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/>	Add to Curriculum Agenda	
<input type="checkbox"/>	Editorial. Add to Curriculum Agenda for Information only.	

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <u>Darcy Moss</u> <small>Darcy Moss (Dec 3, 2020 20:09 MST)</small>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <u>[Signature]</u> <small>Chas Sanderson (Dec 3, 2020 20:46 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Program Changes

This form is to be used to request changes to the Program (i.e. Program Curriculum, Admission Requirements, Graduation Requirements, Progression Criteria, etc.).

AGENDA ITEM <i>8.1</i>	CURRENT	Only fill in current information in those boxes where changes are proposed	PROPOSED	ALL boxes must be filled in (use n/a when no information applies)
Department	Heavy Equipment Program (HEP)			
Program Name	ThinkBIG		n/a	
Total # of Program Credits	52		n/a	
Total # of Program Hours	2800		n/a	
Total Weeks of Program	80		n/a	
Calendar Program Page Information (attach word document for "Current" and "Proposed" if text is more than 200 words)	Admission Requirements <ul style="list-style-type: none"> • High School Diploma (GED or Certificate of Achievement will not be accepted as an equivalent) • Successful interview with Finning and GPRC panel • Pass of Standardized Differential Aptitude testing • Canadian citizen or Permanent Resident (Landed Immigrant) • Completion of a resume and a HES Career Investigation Report • Pass of a Physical Demands Assessment as required by Finning Canada 		Admission Requirements <ul style="list-style-type: none"> • High School Diploma preferred • Successful interview with Finning and GPRC panel • Pass of Standardized Differential Aptitude testing • Canadian citizen or Permanent Resident (Landed Immigrant) • Completion of a resume and a HES Career Investigation Report • Pass of a Physical Demands Assessment as required by Finning Canada 	
Current Calendar Program Page Number (s)			Not Applicable.	
Effective Date (mm-dd-yy)	Not Applicable.		May 1, 2021	
Justification	This change is by request of Finning Canada-ThinkBig program sponsor.			
Date motion to make this change was passed at Department Meeting: May 19, 2020				
Transfer	Is this program being considered for block transfer? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
	IF YES:	1) Which institutions are being considered for block transfer (list all)?		

Application for Academic Program Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	Choose an item.
	Chairperson Comments: We would like to change the entrance requirements to allow the consideration of a GED. I believe this could open us up to more candidates that would have a great chance of success.	
	Chairperson Signature: <u>Darcy Moss</u> <small>Darcy Moss (Dec 1, 2020 16:19 HST)</small>	
Dec 1, 2020		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <u>Charles Anderson</u> Dec 1, 2020	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 9.1	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed			PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)		
Course Number/Code:	SM100			DELETE				
Course Name/Title:	Power Equipment Theory							
Program(s) course associated with:								
Course Description:	A comprehensive introduction to technologies involved with internal combustion engines as used with today's power products. Topics of study include total engine rebuilding procedures, including cylinder reconditioning, and valve train repair. Fuel system operations, EFI fundamentals, diesel engine construction and operation, basic electrical, computerized parts management, MIG and gas welding, as well as engine performance modifications for competitive purposes are also covered at this time..							
# of Credits:	4							
Total Course Hours:	80							
Total Weeks of Course:								
Hours Distribution (i.e. 3-0-3):	Lecture 10	Seminar 0	Lab 0	Lecture	Seminar	Lab		
Other Hours (i.e. clinical hours):	Type		Hours	Type		Hours		
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail				
Pre-Requisites:								
Co-Requisites:								
Work Experience	Hours			Hours				
	Paid	Choose an item.		Paid	Choose an item.			
	Unpaid			Unpaid				
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021				
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted.							
Date motion to make this change was passed at Department Meeting: Click here to enter a date.								
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No							
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)						
		2) On which institution and/or course is this course based?						

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <i>Tony Shmyrsek</i>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <i>Charles Sanderson</i> <small>Charles Sanderson (Dec 4, 2020 10:04 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM <i>9-2</i>	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed		PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)	
Course Number/Code:	SM105			DELETE		
Course Name/Title:	Power Equipment Shop					
Program(s) course associated with:						
Course Description:	A hands-on reinforcement and application of the topics covered in SM100. Students will work with a variety of small engines. In doing so they learn the usage of specialty tools, measuring tools, and basic hand tools all supplied by the program. Novices will benefit from the "build from the ground up" approach and experienced students will appreciate the opportunity to build a competitive engine and evaluate its performance on the dynamometer.					
# of Credits:	4					
Total Course Hours:	160					
Total Weeks of Course:						
Hours Distribution (i.e. 3-0-3):	Lecture 0	Seminar 0	Lab 20	Lecture	Seminar	Lab
Other Hours (i.e. clinical hours):	Type		Hours	Type		Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		
Pre-Requisites:						
Co-Requisites:						
Work Experience	Hours			Hours		
	Paid	Choose an item.		Paid	Choose an item.	
	Unpaid			Unpaid		
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021		
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted.					
Date motion to make this change was passed at Department Meeting: Click here to enter a date.						
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No					
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)				
		2) On which institution and/or course is this course based?				

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <i>Tony Shmyrsk</i>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <i>[Signature]</i> <small>Cha S Sanderson (Dec 4, 2020 10:04 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 9.3	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed			PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)		
Course Number/Code:	SM250				DELETE			
Course Name/Title:	Marine Outboard Theory							
Program(s) course associated with:								
Course Description:	Marine theory pertains to outboard engines, both two and four stroke as well as personal water craft (PWC). Topics include boating terminology, safety, power-head design and overhaul, gear cases, EFI systems, engine cooling systems, fuel systems, lubrication systems, and diagnostic procedures used on marine electrical circuits and components. The student will also have the opportunity to evaluate engine performance by a dynamometer. Boat trailer setup, trailer brakes, and rigging procedures will also be discussed.							
# of Credits:	4							
Total Course Hours:	80							
Total Weeks of Course:								
Hours Distribution (i.e. 3-0-3):	Lecture 10	Seminar 0	Lab 0		Lecture	Seminar	Lab	
Other Hours (i.e. clinical hours):	Type	Hours			Type	Hours		
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail				Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			
Pre-Requisites:								
Co-Requisites:								
Work Experience	Hours				Hours			
	Paid	Choose an item.			Paid	Choose an item.		
	Unpaid				Unpaid			
Effective Date (mm-dd-yy)	Click here to enter a date.				July 1, 2021			
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted.							
Date motion to make this change was passed at Department Meeting: Click here to enter a date.								
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No							
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)						
		2) On which institution and/or course is this course based?						

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <i>Tony Skrzywicki</i>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <i>Charles Sanderson</i> <small>Charles Sanderson (Dec 4, 2020 10:04 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		



Application for Academic Course Changes

This form is to be used to request changes to course information (i.e. course hours, description, number, pre-requisites, etc.).

AGENDA ITEM 9.4	CURRENT	<u>Only</u> fill in current information in those boxes where changes are proposed		PROPOSED	<u>ALL</u> boxes must be filled in (use n/a when no information applies)	
Course Number/Code:	SM255			DELETE		
Course Name/Title:	Marine Outboard Shop					
Program(s) course associated with:						
Course Description:	A hands-on course developed to support the theory discussed in SM250. Topics include power-head function and overhaul (two and four stroke), gear cases, PWC jet drives, EFI systems, engine cooling systems, fuel systems, lubrication systems, and diagnostic procedures used on marine electrical circuits and components. The student will also have the opportunity to evaluate engine performance by using a dynamometer. Trailer setup, brakes, and rigging procedures will also be performed.					
# of Credits:	4					
Total Course Hours:	160					
Total Weeks of Course:						
Hours Distribution (i.e. 3-0-3):	Lecture 0	Seminar 0	Lab 20	Lecture	Seminar	Lab
Other Hours (i.e. clinical hours):	Type		Hours	Type		Hours
Grading type:	Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail			Check one: <input type="checkbox"/> Letter <input type="checkbox"/> Pass/Fail		
Pre-Requisites:						
Co-Requisites:						
Work Experience	Hours			Hours		
	Paid	Choose an item.		Paid	Choose an item.	
	Unpaid			Unpaid		
Effective Date (mm-dd-yy)	Click here to enter a date.			July 1, 2021		
Justification	In the annual review of courses, this course was flagged as an inactive course. We do not intend to offer this course for the foreseeable future and are therefore recommending it is deleted.					
Date motion to make this change was passed at Department Meeting: Click here to enter a date.						
Transfer	This course is being submitted for transfer consideration <input type="checkbox"/> Yes <input type="checkbox"/> No					
	IF YES:	1) Minimum Instructor Qualifications: Select Degree Discipline (Please Specify)				
		2) On which institution and/or course is this course based?				

Application for Academic Course Changes

Department Chairperson (Required)	Please ensure the following questions are answered prior to submission to Dean for signature:	
	1) Do these changes impact current Library resources?	No
	2) Do these changes impact current hardware/software resources?	No
	If you answered yes to either of the questions above, please ensure this form is signed by Library Chairperson and/or Director, Information Technology.	
	3) Does this conform to necessary standards (Provincial, collaborative, etc)?	Yes
	4) Does this change affect graduation requirements for students in the specified program?	No
	5) Are there existing transfer agreements that may be affected?	No
	6) Will information in the AET Program Registry System be affected by this change?	No
Chairperson Comments:		
Chairperson Signature: <i>Tony Shmygub</i>		
Chair, Library (if required)	Chairperson Comments:	
	Chairperson Signature:	
Director, Information Technology (if required)	Director Comments:	
	Director Signature:	
Dean (Required) <i>Signature indicates sufficient information for item to be considered by Curriculum Committee</i>	Dean Comments:	
	Dean Signature: <i>[Signature]</i> <small>Charles Sanderson (Dec 4, 2020 10:04 MST)</small>	
For Office Use Only (determination to be made by Student Services)		
<input type="checkbox"/> Add to Curriculum Agenda		
<input type="checkbox"/> Editorial. Add to Curriculum Agenda for Information only.		

CURRICULUM COMMITTEE MEETING

Date: December 16, 2020
Time: 4:00 – 5:30PM
Location(s): Zoom
CHAIR: Aman Litt Director, Student Experience
RECORDS: Shawwna Boyd

ATTENDEES:

*** Notice of Absence**

Don Gnatiuk	President and CEO, Ex Officio*
John Rigby	Vice-President Academic and Research*
Brian Redmond	Dean, School of Arts, Science and Upgrading
Vanessa Sheane	Dean, School of Health, Wellness and Career Studies
Charles Sanderson for	Dean, School of Trades, Agriculture and Environment*
Mark Heartt	
Tanya Lopez	Registrar
Jennifer Robertson	Associate Registrar, Advising and Articulation
Luc Boyer	Manager, Institutional Planning and Research*
Emma Doris	President, Students' Association
TBD	1 Representative from the Students Association
TBD	1 Representative from Students Association
Tina Strasbourg	1 Representative from Arts & Education
Tanya Keller	1 Representative from Academic Upgrading
Carolyn Vasileiou	1 Representative from Department of Business and Office Administration
Tanya Ray	1 Representative from Department of Human Services
Julia Dutove	1 Representative from Department of Physical Education and Kinesiology
Tamara VanTassell	1 Representative from Department of Nursing
Dallas Sawtell	1 Representative from Department of Science
Robert Howey	1 Representative from Fine Arts
Dave Hiebert	1 Representative from Motorcycle & Recreational Powersports Department*
Clint Peterson	1 Representative from Heavy Equipment Department*
Clint Derocher	1 Representative from Electrical, Industrial Mechanical & Parts
Christy Barlund	1 Representative from Animal Health Sciences
Brent Boutilier	1 Representative from Construction & Fabrication Department
Miles Mintzler	

1. **Agenda approved by consensus.**

2. **Arts and Education**

2.1 AN2050 Introduction to Biological Anthropology

Motion: Recommend that Academic Council approve the addition of AN2050 Introduction to Biological Anthropology 3(3-0-0) 45 Hours effective July 1, 2021 pending university transfer.

Moved: T. Strasbourg

Second: C. Sanderson

Moved: T. Ray

Second: V. Sheane

CARRIED

3.2 HS1203 Interpersonal Communication in the Workplace

Motion: Recommend that Academic Council approve a change to the course hours for HS1203 Interpersonal Communications in the Workplace from 1(4-0-0) 16 hours to 1(4-0-0) **15 Hours** effective July 1, 2021.

Moved: T. Ray

Second: V. Sheane

CARRIED

3.3 TA1231 Speech and Language Interventions

Motion: Recommend that Academic Council approve the removal of the prerequisites for TA1231 Speech and Language Interventions effective July 1, 2021.

Moved: T. Ray

Second: V. Sheane

CARRIED

3.4 TA1236 Remedial Reading and Mathematics

Motion: Recommend that Academic Council approve the removal of the prerequisites for TA1236 Remedial Reading and Mathematics effective July 1, 2021.

Moved: T. Ray

Second: V. Sheane

CARRIED

4. Power Engineering

4.1 POF301 Third Class Part A1

Motion: Recommend that Academic Council approve a change in weeks for POF301 Third Class, Part A1 from 10(40-0-0) 200 Hours 5 Weeks to 10(**25-0-0**) 200 Hours **8 Weeks** effective July 1, 2021.

Moved: B. Boutilier

Second: T. Strasbourg

CARRIED

5. Commercial Beekeeping

- 5.1 to 5.17 BK101 Basic Apiary and Field Skills**
- BK110 Technical Woodworking**
- BK122 Introductory Botany**
- BK132 Honey Bee Biology**

