

OFFICIAL UNDERGRADUATE COURSE OUTLINE FORM

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

Course Code and Number: CRIM 129		Number of Credits: 3 Course credit policy (105)																	
Course Full Title: Academic and Professional Development																			
Course Short Title (if title exceeds 30 characters): Academic & Prof Development																			
Faculty: Faculty of Social Sciences		Department (or program if no department): CRIM																	
Calendar Description: Introduces knowledge and skills necessary for success in the Criminal Justice program, field placements, and the profession. Emphasis is placed on developing writing skills, and students are challenged to assess their interests, values, beliefs, and ethical stance on critical issues.																			
Prerequisites (or NONE):		NONE																	
Corequisites (if applicable, or NONE):		NONE																	
Pre/corequisites (if applicable, or NONE):		NONE																	
Equivalent Courses (cannot be taken for additional credit) Former course code/number: NONE Cross-listed with: NONE Equivalent course(s): NONE <i>Note: Equivalent course(s) should be included in the calendar description by way of a note that students with credit for the equivalent course(s) cannot take this course for further credit.</i>		Transfer Credit Transfer credit already exists: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Transfer credit requested (OREg to submit to BCCAT): <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if yes, fill in transfer credit form) Resubmit revised outline for articulation: <input type="checkbox"/> Yes <input type="checkbox"/> No To find out how this course transfers, see bctransferguide.ca .																	
Total Hours: 45 Typical structure of instructional hours: <table border="1"> <tr> <td>Lecture hours</td> <td>39</td> </tr> <tr> <td>Seminars/tutorials/workshops</td> <td>6</td> </tr> <tr> <td>Laboratory hours</td> <td></td> </tr> <tr> <td>Field experience hours</td> <td></td> </tr> <tr> <td>Experiential (practicum, internship, etc.)</td> <td></td> </tr> <tr> <td>Online learning activities</td> <td></td> </tr> <tr> <td>Other contact hours:</td> <td></td> </tr> <tr> <td>Total</td> <td>45</td> </tr> </table>		Lecture hours	39	Seminars/tutorials/workshops	6	Laboratory hours		Field experience hours		Experiential (practicum, internship, etc.)		Online learning activities		Other contact hours:		Total	45	Special Topics Will the course be offered with different topics? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, different lettered courses may be taken for credit: <input type="checkbox"/> No <input type="checkbox"/> Yes, repeat(s) <input type="checkbox"/> Yes, no limit <i>Note: The specific topic will be recorded when offered.</i>	
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Online learning activities																			
Other contact hours:																			
Total	45																		
		Maximum enrolment (for information only): 36 Expected frequency of course offerings (every semester, annually, every other year, etc.): Annually																	
Department / Program Head or Director: Amanda McCormick		Date approved: July 27, 2017																	
Faculty Council approval		Date approved: November 3, 2017																	
Campus-Wide Consultation (CWC)		Date of posting: n/a																	
Dean/Associate VP: Jacqueline Nolte		Date approved: November 3, 2017																	
Undergraduate Education Committee (UEC) approval		Date of meeting: February 23, 2018																	

Learning Outcomes

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

1. Practice methods of structuring information as it applies to note-taking, writing, and study skills.
2. Demonstrate appropriate format and style conventions applicable to the completion of written assignments such as essays, term papers, reports, and literature reviews in the discipline of Criminology and related programs.
3. Apply personal self-management skills related to time management, classroom participation, study skills, written communication, and learning styles.
4. Demonstrate ethical practices in scholarship to avoid plagiarism, cheating, and other forms of intellectual dishonesty.
5. Identify, locate, and acquire resource materials in the UFV library, other libraries and other information storage sources such as the Internet.
6. Demonstrate a basic level of academic writing and critical engagement with scholarly literature through written assignments and class discussion.
7. Distinguish the relative value of scholarly thought and writings from other forms of communication.
8. Reflect on the relationship between academic skills and attitudes in terms of their relevancy in the criminal justice field.
9. Identify opportunities for practicum placement or career potential.
10. Critically evaluate their interests, values, beliefs, and ethical stance on critical issues.

Prior Learning Assessment and Recognition (PLAR)

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

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

Lectures, practical in-class exercises, guest lectures, self-assessment instrument

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

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

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

Author (surname, initials)	Title (article, book, journal, etc.)	Current ed.	Publisher	Year
1.	Instructor Course Pack	<input type="checkbox"/>		
2.		<input type="checkbox"/>		
3.		<input type="checkbox"/>		
4.		<input type="checkbox"/>		
5.		<input type="checkbox"/>		

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

Final exam:	%	Paper/Presentation:	25%	Midterm exam:	25%	Practicum:	%
Quizzes/tests:	%	Lab work:	%	Field experience:	%	Shop work:	%
Class Participation:	15%	Literature Review:	%	Term Paper:	35%	Total:	100%

Details (if necessary):

Typical Course Content and Topics

- Week 1 Course overview
- Week 2 Success at university
- Week 3 Student Success Skills I: Developing learning capacity; learning styles and successes; 7 intelligences; designing an individualized time management and study strategy
- Week 4 Student Success Skills II: Introduction to writing, appreciating the writing process, and implementing a critical attitude
- Week 5 Student Success Skills III: Developing a research question, discovering the thesis statement
- Week 6 Student Success Skills III: Arguing and assessing positions/research skills and basic statistics
- Week 7 Student Success Skills IV: Academic writing and ethics
- Week 8 Student Success Skills IV: Academic writing and the refinement process
- Week 9 Student Success Skills V: Learning how to give and receive feedback (peer review workshop)
- Week 10 Transitions and linkages: Merging student skill into professional skill for field placement and career development
- Week 11 Professional skills
- Week 12 Panel presentation: Experts and UFV students from the criminal justice field
- Week 13 Term reflections and moving forward