UNIVERSITY OF THE FRASER VALLEY

**ORIGINAL COURSE IMPLEMENTATION DATE:** January 2004
**REVISED COURSE IMPLEMENTATION DATE:** September 2024
**COURSE TO BE REVIEWED** (six years after UEC approval)**:** March 2030
Course outline form version: 28/10/2022

# OFFICIAL UNDERGRADUATE COURSE OUTLINE FORM

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

| | |
|---|---|
| **Course Code and Number:** COOP 150 | **Number of Credits:** 6 Course credit policy (105) |
| **Course Full Title:** Co-op Work Term V<br>**Course Short Title:** Co-op Work Term V | |
| **Faculty:** Choose an item. | **Department:** Centre for Experiential and Career Education |

**Calendar Description:**

Students apply academic knowledge and skills in an approved 12–16-week, full-time, paid work experience within their area of study.

| | |
|---|---|
| **Prerequisites (or NONE):** | COOP 140. |
| **Corequisites (if applicable, or NONE):** | |
| **Pre/corequisites (if applicable, or NONE):** | |

**Antirequisite Courses** *(Cannot be taken for additional credit.)*

Former course code/number: **COOP 500/501**

Cross-listed with:

Equivalent course(s):

*(If offered in the previous five years, antirequisite course(s) will be included in the calendar description as a note that students with credit for the antirequisite course(s) cannot take this course for further credit.)*

**Typical Structure of Instructional Hours**

| | |
|---|---|
| Experiential (work-integrated learning) | 420 |
| | |
| | |
| | |
| | |
| **Total hours** | **420** |

**Scheduled Laboratory Hours**

Labs to be scheduled independent of lecture hours: ☒ No ☐ Yes

**Course Details**

Special Topics course: **No**

*(If yes, the course will be offered under different letter designations representing different topics.)*

Directed Study course: **No**

*(See policy 207 for more information.)*

Grading System: **Credit/No Credit**

Delivery Mode: **May be offered in multiple delivery modes**

Expected frequency: **Every semester**

Maximum enrolment (for information only)**: None**

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

PLAR cannot be awarded for this course because:

The Co-op program is designed for students to apply, refine, and extend their classroom learning in the workplace, then refine and extend their learning in the workplace to their subsequent courses. Students enrich their learning by alternating between academic and work terms over their degree.

**Transfer Credit** *(See bctransferguide.ca.)*

Transfer credit already exists: **No**

Submit outline for (re)articulation: **No**

*(If yes, fill in transfer credit form.)*

| | | |
|---|---|---|
| **Department approval** | **Date of meeting:** | February 9, 2024 |
| **Faculty Council approval** | **Date of meeting:** | |
| **Undergraduate Education Committee (UEC) approval** | **Date of meeting:** | March 1, 2024 |

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

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

1. Adapt to the demands of a full-time work experience.
2. Formulate a plan for career readiness.
3. Articulate learning goals for career education experiences.
4. Plan for future career directions.
5. Apply critical reflection practices to workplace experiences and situations.
6. Integrate disciplinary knowledge and skills from the classroom to the workplace.
7. Contribute to responsible, inclusive, and responsive workplaces.
8. Develop practices to engage the priorities of the Indigenous people and land of the work term location.

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

| | | | | | |
|---|---|---|---|---|---|
| Assignments: | 60% | Field evaluation: | 40% | | % |
| | % | | % | | % |

**Details:**

Co-operative Education experiences are graded on a Credit/No Credit basis. Co-op Coordinators, in consultation with the students' direct supervisors in the workplace, assign the grade when the required number of hours and all required assignments have been completed.

The grade of Credit/No Credit will be based on satisfactory completion of all the following:
Assignments:

- Learning goals plan (20%)
- Work-term reflective assignment (40%)

Field evaluation:

- Completion of hours (10%)
- Supervisor assessment of responsibilities/expectations (30%)

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

**Typical Instructional Methods** *(Guest lecturers, presentations, online instruction, field trips, etc.)*

Students must complete a Co-op and Career Education workshop prior to their first co-op work term. The workshop hours are not a part of the Co-op Work Term.

Each work term is unique. The student's work term may be on-site, remote, or blended. While on a work term, the duties and responsibilities are set by the employer/ supervisor according to the job description and contract. Students are expected to work closely with their supervisor to ensure job requirements and performance expectations are clearly defined and met. Throughout the work term, the Co-op Coordinator will monitor student success through site visits and professional development assignments.

Focused on a relational approach to assessment, Co-op Coordinators will monitor student success through conversation and feedback on the orientation assignment, site visits, and work term reflective assignment. Co-op coordinators support student wellbeing throughout the work term by encouraging students to discover ways their giftedness contributes to a meaningful work integrated learning experience.

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

| | Type | Author or description | Title and publication/access details | Year |
|---|---|---|---|---|
| **1.** | Other | CECE | Co-op and Career Education Workbook | |
| **2.** | Other | CECE | Co-op Handbook | |
| **3.** | Online resource | TMU Experiential Learning Hub | Equity, Diversity, and Inclusion in Practice https://pressbooks.library.torontomu.ca/ediinpractice/ | |
| **4.** | Online resource | WorkBC | Career planning resource: https://www.workbc.ca/plan-career | 2022 |
| **5.** | Indigenous knowledge | Robline Davey | Indigenous Inclusion in Employment: https://universitytocareer.pressbooks.tru.ca/chapter/indigenous-inclusion/ | 2023 |

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

Will vary according to employment site. Students may require personal transportation.

**Course Content and Topics**