

DRAFT AGENDA
Professional Studies Faculty Council

Friday, May 22, 2015
10:00 am – 12:00-noon
Room B161, Abbotsford Campus

<i>Package Pages</i>	
	Learning Exchange Initiative – Presentations by Don Miskiman, and Luciana Hakak
Pg. 1 – 2 Pg. 3 – 19	1. Items for Approval 1.1. Agenda – May 22, 2015 1.2. Minutes – April 24, 2015
Pg. 20 Pg. 21 – 24	2. FPS News 3. Continuing Business 3.1. Faculty Standards for Rank and Tenure 3.2. CIS 192 Changes to Course Outline
Pg. 25 – 28 Pg. 29 – 33 Pg. 34 – 38	4. New Business 4.1. Master of Arts in Applied Professional Studies Proposal 4.2. Master of Education Proposal 4.3. Bachelor of Commerce in Fashion Proposal 4.4. Bachelor of Applied Management Proposal 4.5. BUS 143 Changes to Course Outline 4.6. BUS 144 Changes to Course Outline 4.7. BUS 145 Changes to Course Outline
	5. Standing Committee Reports 5.1. Nominations and Elections Committee – <i>Glen Paddock</i> 5.2. Student Retention & Engagement Committee – <i>Cindy Rammage</i> 5.3. Learning Exchange Committee – <i>David Dobson</i> 5.4. Faculty Newsletter Committee – <i>Maple Melder-Crozier</i> 5.5. Indigenization Committee – <i>Robert Harding</i>

6. Other Reports

- 6.1. Reports from other Faculty Councils
 - a. Faculty of Access and Continuing Education
 - b. Faculty of Applied & Technical Studies – *Sandy Hill*
 - c. College of Arts
 - d. Faculty of Health Sciences
 - e. Faculty of Science – *Ron Wilen*
- 6.2. Report from Senate
- 6.3. Dean's Report

7. Information Items

- 7.1. Deletion of Change in Program Content (68) policy – effective May 1, 2015
- 7.2. Deletion of Course Numbering (58) policy – effective May 1, 2015
- 7.3. Deletion of the Placement (83) policy – effective May 1, 2015
- 7.4. Motions and Actions – April 24, 2015
- 7.5. The next Faculty Council Meeting is **September 18, 2015** in room **TBA**

APPROVED MINUTES
Professional Studies Faculty Council

Friday, April 24, 2015
10:00 a.m., Room B161, Abbotsford Campus

Chair: Tracy Ryder Glass

Present:

Awneet Sivia	Frank Ulbrich	Kenneth Gariepy	Mark Breedveld
Barbara Salingre	George Melzer	Kevin deWolde	Paul Franklin
Bob McAuliffe	Gerry Palmer	Kirsten Robertson	Rod Hayward
Christina Neigel	Gillian Bubb	Leah Douglas	Ron Wilen*
Christine Nehring*	Ian Hunt	Lisa Moy	Seonaigh MacPherson
Colleen Bell*	Jan Lashbrook Green	Luciana Hakak	Shelley Drysdale
David Dobson	Janice Johnson	Lucki Kang	Sheryl MacMath
Darrell Fox	Karen Power*	Margaret Coombes	Vandy Britton
Don Miskiman			

Regrets:

Amir Hajbaba	Don Dixon	Janet Carroll	Maple Melder-Crozier
Anand Kishore*	Doris Ball	Joe Ilsever	Melanie Scott*
Chuck Charles*	Duncan Jeffries	John Hogg	Mike Ivanof
Cindy Rammage	D.J. Sandhu	Kathryn Garcia	Pan Leon
Christine Slavik	Edward Lo	Keith Lownie	Paul Kroeker
Cindy Stewart	Elizabeth Dow	Kim Milnes	Raymond Leung
Curtis Magnuson	Fiona McQuarrie	Les Stagg	Robert Harding
Cyrus Chaichian	Gabriel Murray	Liz Wiebe*	Ron Zitron
Colleen Gingerich	Glen Paddock	Lorne Mackenzie	Sandy Hill
Dan Harris	Heather Compeau*	Lou Schroeder	

Recorder: Abimbola (Abi) Eke*

* Indicates Non-Voting Member

1. Presentation by David Harper – International Education Opportunities

See Appendix A.

2. Presentation by Jennifer Trihardt-Tufts – Marketing Research Project for Abbotsford Agrifair

As a BUS 320 (research methods) student, Jennifer and some of her classmates had the opportunity to conduct a research project on marketing the Abbotsford Agrifair.

The web link below will direct you to the presentation.

http://prezi.com/fsmcr-elezxo/?utm_campaign=share&utm_medium=copy.

3. ITEMS FOR APPROVAL

3.1. Approval of Agenda April 24th, 2015

MOTION

Gerry Palmer/Gillian Bubb

THAT the agenda of April 24th, 2015 be approved as presented.

CARRIED

3.2. Approval of Minutes March 20th, 2015

MOTION

Vandy Britton/Awneet Sivia

THAT the minutes of March 20th, 2015 be approved as presented.

CARRIED

4. FPS News

4.1. Library Information and Technology Department – Christina Neigel

Jan Lashbrook Green was awarded the Teaching Excellence Award for 2015.

4.2. School of Social Work and Human Services – Darrell Fox

The School of Social Work and Human Services is preparing for its Reaching Out Together: Connections Through Social Work conference week. It is scheduled for April 28 to May 01, 2015. There are over 300 registered attendees.

4.3. Teacher Education Department – Awneet Sivia

Sessional instructor, Susan Antak won the Education Advocate Award issued by the Academic BC Deans of Education.

4.4. School of Business – Frank Ulbrich

The School of Business' student team won gold at this year's Western Canadian Business Simulation Competition.

The following individual awards were also won: Katherine Robertson - top VP HR award, Adam Gross - top CEO award, and Jarret Bainbridge - top VP Marketing award.

5. CONTINUING BUSINESS

5.1. Faculty Council Meetings Times

The doodle poll results showed that more Faculty Council members preferred the 10:00 am meeting time.

Based on these results, and other feedback received, the Professional Studies Faculty Council meeting time will remain at 10:00 am.

6. NEW BUSINESS

6.1. Indigenization Sub Committee Terms of Reference

MOTION **Kenneth Gariepy/Elizabeth Dow**
THAT the Professional Studies Indigenization Sub Committee's Terms of Reference be approved as presented.

CARRIED

6.2. TED Summer Institute – New Course Proposals for EDUC 481, EDUC 482, EDUC 483

MOTION **Vandy Britton/Barbara Salingre**
THAT the new course proposal for EDUC 481, EDUC 482, and EDUC 483 for the TED Summer Institute be approved as presented.

CARRIED

6.3. ADED Changes to New instructional Design Certificate

MOTION **Seonaigh MacPherson/ Frank Ulbrich**
THAT the ADED Instructional Design Certificate's revised entrance requirements be approved with the following underlined word addition:

"Completion of a minimum of nine credits with a GPA of 2.0 or better in each course."

CARRIED

MOTION **Seonaigh MacPherson/Kenneth Gariepy**
THAT the ADED Instructional Design Certificate's regularization of courses ADED 325, 425, and 435 be approved as presented.

CARRIED

MOTION **Seonaigh MacPherson/Awneet Sivia**
THAT the ADED Instructional Design Certificate change to the renumbering of ADED 470 to ADED 473 be approved as presented.

CARRIED

MOTION **Seonaigh MacPherson/Leah Douglas**
THAT the ADED Instructional Design Certificate's (IDC) combined pathway with the TESL certificate program be approved as presented.

CARRIED

6.4. CIS 192 Changes to Course Outline

ACTION

CIS Department

The CIS 192 calendar description, prerequisites, and learning outcome course outline changes be tabled for further review by the CIS Department.

7. STANDING COMMITTEE REPORTS

7.1. Nominations and Elections Committee – Vandy Britton

No Report.

7.2. Student Retention and Engagement Committee – Cindy Rammage

No Report.

7.3. Learning Exchange Committee - David Dobson

The next Learning Exchange Initiative is on Friday, May 22, 2015. Presenting their research are, Don Miskiman and Luciana Hakak.

7.4. Newsletter Committee – Maple Melder-Crozier

No Report.

7.5. Indigenization Committee – Robert Harding

No Report.

8. OTHER REPORTS

8.1. Reports from Other Faculty Councils

a. Faculty of Access and Continuing Education – Christine Nehring

Due to the loss of funding for ESL and Adult Basic Education programs, the Faculty is working on setting a maximum amount for tuition, and automatic bursaries.

The Applied Business Technology program had a very successful partnership event.

b. Faculty of Applied & Technical Studies – Barbara Salingre

- The Faculty has launched a new program, Robotics.
- The Faculty is struggling with the new purchasing protocols.
- The safety practices of outside workers in the Trades building is still a concern.

c. College of Arts – Vandy Britton

The College of Arts has submitted its Rank and Tenure document for approval.

d. Faculty of Health Sciences

No Report.

e. Faculty of Science – Awneet Sivia

- Glen Whitfield from Disabilities Resource Center (DRC) presented the role of the center and ways to support faculty and students. There were many questions raised and excellent discussion items that would be applicable to all faculty and students in all programs.
- The Chemistry Department's Criteria and Standards for Rank and Tenure was approved.
- The BSc in Agricultural Sciences degree is at the Ministry for final approval.

8.2. Report from Senate – Gerry Palmer

The process of the Writing Center changeover will continue, however, it was decided that the Writing Centre concerns would go to APPC. APPC will prepare recommendations for Senate by June 2015.

APPC put forward a call for submissions regarding the Writing Centre changeover. APPC is holding an open meeting on Wednesday, April 29, 2015 and is inviting students, faculty and staff to give five-minute oral or written presentation on the topic.

8.3. Dean's Report – Tracy Ryder Glass

See Appendix B.

9. INFORMATION ITEMS

- 9.1. Deletion of the Academic Warning (79) policy
- 9.2. [Revisions to the Course Repeat \(86\) policy](#)
- 9.3. [Revisions to the Grade Reporting \(109\) policy](#) – effective Fall 2015
- 9.4. [Character Canada Conference](#) – October 23 - 24, 2015
- 9.5. Motions and Actions – March 20, 2015
- 9.6. The next Faculty Council Meeting is **May 22, 2015** in room **B161**

Appendix A
International Education Opportunities
David Harper

International Education 

Partnering opportunities with the University of Adelaide, Australia



Partnering opportunities with the University of Adelaide, Australia



First choice study destination for both Australian and Canadian students



Partnering opportunities with the University of Adelaide, Australia



Students

- Student exchanges
- Study abroad
- International programs
- Opportunities for further study (graduate/ professional schools)

Faculty

- Research collaborations
- Faculty exchanges
- Faculty visits



One of the "Big 8" Universities in Australia





Adelaide.edu.au



Faculty of the Professions



Schools

- Business
- Law
- Architecture and Built Environment
- Economics

Research centres

- International Economic Studies
- Entrepreneurship, Commercialization & Innovation Centre
- Executive Education
- Global Food Studies
- International Centre for Financial Services
- Institute for International Trade
- Pedagogical Possibilities for the Professions
- Research Unit for the Study of Society, Law, and Religion
- South Australian Centre for Economic Studies

<http://www.adelaide.edu.au/professions/>



Agriculture
and
Viculture



Global Food Program
(policy and practice)

FoodPLUS
(nutrition science)

Potential collaborations

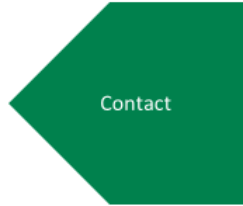


- Cherie Enns (Kenya project)
- Lenore Newman (food security)
- Bosu Seo (health economics)
- Tom Baumann (agriculture)
- Dave Harper (food science)
- ??





- John Potts, International Education
 - John.potts@ufv.ca
 - local 6303
- Dave Harper, KPE
 - david.harper@ufv.ca
 - local 4492



Appendix B
Dean's Report
Tracy Ryder Glass

Dean's Report – April 2015

Announcements

It is with great pleasure that we welcome to the Faculty of Professional Studies, the **Computer Information Systems Department**. This administrative change is an internal realignment that offers a wider window of opportunities for CIS students and faculty while facilitating potential cross-disciplinary interactions with business, library information systems and other applied professional fields. The BCIS degree and the CIS Diploma programs will continue to be offered by the CIS department as well as a proposed BSc in Computing Science that is being developed in collaboration with the Faculty of Science. This will allow for continuing collaboration with the Faculty of Science and opens up new possibilities within Professional Studies including offering CIS in Chandigarh. We are very excited to have the CIS Department join us and we look forward to working together to create even more exciting new learning opportunities for our students.

Teaching and Community

Teacher Education Students' Association: Teacher candidates are planning two fundraising events: a movie night to collect donations for the food bank and a pub night to contribute to the TEPSA legacy fund. The TEPSA is committing a small donation to the purchase of the smart boards that have recently been purchased for the Teacher Education Department's classrooms.

Teacher Education Department, Department Head, Sheryl MacMath and Stefan Stiff (sessional instructor) will be joining Chris Leach and Robin Anderson (History department) and Karen Saenger (Abbotsford School District) on April 23rd. This working group has been struck to develop a school district wide ProD event for Feb 2016 looking at History as a K – 16 development.

School of Business, faculty member, Mark Breedveld had two senior management from Tycrop visit BUS 321 Business Marketing to give a presentation on supply chain management.

UFV's School of Business student team won gold at this year's Western Canadian Business Simulation Competition. Our students put in an incredible amount of work and effort, performed as a tightly knit group and literally pulled away from all the other teams. Individual awards were also won: Katherine Robertson - top VP HR award, Adam Gross - top CEO award, and Jarret Bainbridge - top VP Marketing award.

School of Business, faculty member, Mark Breedveld's BUS 322 Advanced Selling class sold memberships in the Abbotsford Chamber of Commerce worth a total of \$2,869.55. The students were divided into five teams at the beginning of the semester. The winning team was made up of Dawson Lindahl, Claudia Rezewski, Ravneet Sekhon, and Vishal Sharma; they generated \$1,160.01 in sales. Allan Asaph, executive director at the Chamber of Commerce, presented the Top Performers Award to the winning team.

Value added benefits of two activities done by student-led groups from the Child and Youth Care 402 course (taught by Associate Professor Cindy Ramage):

1. The March 13th Sleep Out to bring awareness to youth homelessness raised over \$3000.00 for Covenant House;
2. The Forum of Mar 24th to discuss the issue of youth-in-care transition to adulthood in the Fraser Valley, has received attention from the Abbotsford Mayor and he has expressed interest in taking action to support these kids.

School of Social Work and Human Services' Lucki Kang and Director Darrell Fox have engaged with Liana Thompson (CE) and Terry Brock (Practice Lead for Fraser Health) on partnership opportunities including a proposed post BSW certificate that gives practitioners credit that they can use to ladder in to our MSW program.

Our Adult Education Department have been working hard on articulation agreements and are pleased to confirm partnerships with Sask-Polytech, VCC (PIDP) and Red River College to recognize their in-house instructional design certificates.

Students in our Adult Education Department and our School of Business had the opportunity to share their research during the recent Student Research Day held this month at UFV. Students had the option of presenting in a two minute speed sharing session, or a poster session.

Service

On April 8th Teacher Education Department, Educational Advisor, Barbara Salingre will be leading a sharing session with the UFV Networking Group (Safer Schools). The topic is assessing teacher candidates who are pedagogical sensitive and how this disposition can be fostered.

Child, Youth and Family Studies, Associate Professors George Melzer, Christine Slavik, and Maple Melder-Crozier were accepted to present at the ECE Forum: Early Learning in the Valley for 150 service providers, to be held here at UFV on May 2nd

Associate Professor Maple Melder-Crozier has been appointed to the Local Action Team (LAT) of the *Child & Youth Mental Health & Substance Use Collaborative*, a project facilitated and funded by Fraser Health.

Power 4 All is an adaptive paddling society, of which Associate Professor Maple Melder-Crozier is a Board Member. They recently received a grant of \$52,000.00 to develop an adaptive device for standup paddle board enthusiasts with physical (standing) difficulties.

The Cycling 4 Diversity Team (a newspaper writer, political candidate, opera singer, and administrator) did a presentation to Child and Youth Care students in the Diverse Population Class. They gave tees to students, and had one student volunteer to join their team.



The School of Social Work and Human Services and the Child, Youth, and Family Studies Departments are hosting the Provincial Human Services Articulation meetings at UFV on Monday and Tuesday, May 25 and 26. Professors Cindy Rammage and Curtis Magnuson are co-chairing the Articulation Meetings this year.

International Conference, Reaching Out Together: Connections Through Social Work is fast approaching. It will be held from April 28 to May 1st on UFV's campus with speakers and participants from around the globe. Congratulations to our School of Social Work and Human Services faculty, staff and students for their exceptional work on pulling this international event together.

During Social Work Week, the BCASW Fraser River Branch, with the support of SWSA and the School of Social Work and Human Services, honored Roopchand Seebaran, Professor Emeritus who presented: *Advocacy: The Bedrock of Social Work*. The Branch executive (Paul Jenkinson, Elizabeth Dow, Shahbar Dadvand) established an ongoing award, and John Hogg presented it in honour of Professor Seebaran. It will be presented in perpetuity to a social worker excelling in advocacy.



Darrell Fox, Paul Jenkinson, John Hogg, Roopchand Seebaran, Elizabeth Dow, Tracy Ryder Glass

Students from School of Social Work and Human Services, faculty member, Robert Harding's Community Development course organized *the BC Poverty Reduction Plan* forum which was a great success during Social Work Week. The students organized a panel of high profile event speakers: Michelle Mungal, NDP Nelson-Creston Social Development Critic, Dave Loewen, Abbotsford Councillor, Chair of Homelessness Committee, John Aldag, Liberal Party Candidate, Cloverdale-Langley, Simon Gibson, MLA Abby-Mission, and Adrienne Montani, Provincial Coordinator First Call, BC Child and Youth Advocacy Coalition. Professor Elizabeth Dow was the moderator of the panel.

Scholarship

Teacher Education Department, faculty member, Aweenet Sivia's (TED) paper (with Co-Authors from UBC-O and OISE) was accepted for roundtable at AERA in April: "Transformative Frameworks for Social Justice and Diversity in Teacher Education."

Teacher Education Department, faculty member, Aweenet Sivia and Dr. Wenona Victor (instructor – history) presented at April SSI event: "What's in a Name?: TEP in Halq'emeylem"- Reflections on the Naming Celebration held May 2014 with Sto:lo Elders, faculty and students.

All five submissions from the School of Business to the Administrative Sciences Association of Canada (ASAC) conference were accepted.

School of Business, faculty member, Dr. Luciana Turchick Hakak's submission entitled, "Hidden Professionals: Immigrant Identity Work in Situations of Downward Occupational Transition," won the Best Paper Award for the Gender and Diversity in Organizations Division of ASAC at the 2015 Conference.

School of Business, faculty member, Dr. Joe Ilsever's paper "Does the effective use of technology in a sales environment yield better sales results when used by transformational leaders: An empirical evidence" has been accepted for presentation at the 7th Annual General Business Conference at Sam Houston State University, Huntsville, TX, US.

School of Business, faculty member, Dr. Fiona McQuarrie's fourth edition textbook was officially published: <http://ca.wiley.com/WileyCDA/WileyTitle/productCd-EHEP003351.html>

Child, Youth and Family Studies, Associate Professor Christine Slavik was accepted to present at the Social Services Conference in Croatia in June.

School of Social Work and Human Services faculty member, Glen Paddock presented a paper titled, "Research Informed Leadership: Five Skills for Systemic Leaders" at the American Association for Marriage and Family Therapy (AAMFT) 12th annual national Leadership Symposium held in Washington, DC March 19 – 22, 2015. Glen delivered his paper twice at this symposium.

School of Social Work and Human Services' Lucki Kang and Darrell Fox are presenting at the CASWE conference in June.

Adult Education Department, Department Head, Seonaigh MacPherson has a paper accepted at an upcoming conference in Laval, PQ entitled "Rethinking the promotion of heritage language in cultural education: The role of diasporas and adult education in the revival of Gaelic in Nova Scotia." The conference will be held May 28-30 to mark the 10th anniversary of the UNESCO 2005 Convention on the Protection and Promotion of the Diversity of Cultural Express

MEMORANDUM

To: Tracy Ryder-Glass, Dean, Faculty of Professional Studies
From: Peter Geller, Chair, Faculty Standards Committee
Date: May 8, 2015
Re: Faculty of Professional Studies Rank and Tenure Criteria

On May 6, 2015 the Faculty Standards Committee (FSC) undertook a review of the Faculty of Professional Studies Rank and Tenure Criteria. The FSC acknowledges the work of the Faculty of Professional Studies and the effort undertaken to submit Criteria at this formative stage in the development of rank and tenure at UFV.

The Faculty Standards Committee examined the proposed Faculty of Professional Studies criteria to ensure that they are consistent with:

- Principles for the Establishment of Faculty Standards and Criteria for Tenure and Promotion (as approved by Senate January 16, 2015)
- Guidelines and Minimum Requirements for Academic Rank (as approved by Senate January 16, 2015).

Based on this review, the FSC will recommend the Criteria to Senate, providing the following areas are addressed:

1. The Guidelines and Minimum Requirements for Academic Rank require that the Criteria include, for the Assistant Professor rank, the “Level of education appropriate to the field; academic units may specify a suitable combination of education, professional credential and related professional experience where this is a generally accepted standard in the field.” This needs to be addressed in the document by adding a statement on the level of education required for the rank of Assistant Professor in the Faculty of Professional Studies. It is noted that this could be done in a general way for the Faculty as a whole or stated specifically for the different academic program areas within Professional Studies.

2. Remove “The Application” section and three bullets (pg. 1) and the “Evaluation Process” section (pg. 5) as these are procedural and thus outside the scope of Senate and the Criteria for Rank and Tenure.

3. In the section on “Scholarship” for Full Professor (pg. 3), addition of a clear statement on national and international recognition so that this is consistent with the minimum requirements for Full Professor (“A record of sustained and productive scholarly activities that is recognized nationally and internationally”).

On behalf of the Faculty Standards Committee I look forward to the submission of these revised Criteria. If these are submitted by May 25 then this can be considered for submission to Senate for its June meeting.

Please let me know if you have any questions or require any further information.

Memo for Course Changes

To: Professional Studies Faculty Council/UEC Screening Subcommittee

From: Edward Lo

Date: May 13, 2015

Subject: Proposal for revision of (CIS 192 – Introduction to Networking)

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

- Six-year review
- Number and/or course code
- Credits and/or total hours
- Title
- Calendar description
- Prerequisites and/or co-requisites
- Frequency of course offering
- Learning outcomes
- Delivery methods and/or texts and resource materials
- PLAR options, grading system, and/or evaluation methods
- Discontinuation of course
- Other

2. Rationale for change:

Prerequisites – The pre-requisites become more focused on Comp/CIS credits instead of general credits that do not help students succeed in the course. This course has a high failure rate. An analysis of previous grades indicates that 33% of students that have a grade of P, NC or W. The new pre-requisite will ensure that our students are more prepared.

Learning outcomes – just made some minor update.

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

No

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

No

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

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

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

8. If any of the following items on the official course outline have changed, explain how the change will affect the budget for your area or any other area: N/A
 - a. Credit value
 - b. Class size limit
 - c. Frequency of offering
 - d. Resources required (labs, equipment)

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

10. Estimate of the typical costs for this course, including textbooks and other materials:
\$100 (Approx.)



ORIGINAL COURSE IMPLEMENTATION DATE:
 REVISED COURSE IMPLEMENTATION DATE:
 COURSE TO BE REVIEWED: (six years after UEC approval)
 Course outline form version: 09/15/14

OFFICIAL UNDERGRADUATE COURSE OUTLINE FORM

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

Course Code and Number: CIS 192		Number of Credits: 4 Course credit policy (105)																			
Course Full Title: Introduction to Networking																					
Course Short Title (if title exceeds 30 characters):																					
Faculty: Faculty of Science		Department (or program if no department): CIS																			
Calendar Description: Data network fundamentals including OSI reference model, TCP/IP protocol suite, design, physical topologies, media, infrastructure cabling standards, routers and switches. IP addressing designs are developed and implemented for small internetworks. Routing protocols are configured, analyzed, and tested. Note: Students are required to work on self-directed exercises in our networking lab to gain hands-on experience.																					
Prerequisites (or NONE):		CIS 190, or eight credits of CIS/COMP university-transferable credits																			
Corequisites (if applicable, or NONE):																					
Pre/corequisites (if applicable, or NONE):																					
Equivalent Courses (cannot be taken for additional credit) Former course code/number: CIS 195 Cross-listed with: Equivalent course(s): <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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No Transfer credit requested (OReg to submit to BCCAT): <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if yes, fill in transfer credit form) Resubmit revised outline for articulation: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No To find out how this course transfers, see bctransferguide.ca .																			
Total Hours: 80 Typical structure of instructional hours: <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr><td>Lecture hours</td><td style="text-align: center;">45</td></tr> <tr><td>Seminars/tutorials/workshops</td><td></td></tr> <tr><td>Laboratory hours (instructor led)</td><td style="text-align: center;">15</td></tr> <tr><td>Laboratory hours (self-directed)</td><td style="text-align: center;">20</td></tr> <tr><td>Field experience hours</td><td></td></tr> <tr><td>Experiential (practicum, internship, etc.)</td><td></td></tr> <tr><td>Online learning activities</td><td></td></tr> <tr><td>Other contact hours:</td><td></td></tr> <tr><td style="text-align: right;">Total</td><td style="text-align: center;">80</td></tr> </table>		Lecture hours	45	Seminars/tutorials/workshops		Laboratory hours (instructor led)	15	Laboratory hours (self-directed)	20	Field experience hours		Experiential (practicum, internship, etc.)		Online learning activities		Other contact hours:		Total	80	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>	
Lecture hours	45																				
Seminars/tutorials/workshops																					
Laboratory hours (instructor led)	15																				
Laboratory hours (self-directed)	20																				
Field experience hours																					
Experiential (practicum, internship, etc.)																					
Online learning activities																					
Other contact hours:																					
Total	80																				
		Maximum enrolment (for information only): 35 Expected frequency of course offerings (every semester, annually, every other year, etc.): every Fall and Winter																			
Department / Program Head or Director:		Date approved:																			
Faculty Council approval		Date approved:																			
Campus-Wide Consultation (CWC)		Date of posting:																			
Dean/Associate VP:		Date approved:																			
Undergraduate Education Committee (UEC) approval		Date of meeting:																			

Learning Outcomes

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

- Identify common network equipment including switches and routers
- Recommend network topologies based on best industry practices
- Follow infrastructure cabling standards
- Explain LAN technology, architecture and protocol.
- Discuss the OSI reference model and its layers
- Describe TCP/IP applications, transport and network protocols.
- Identify the main topics of concerns in a modern office environment.
- Design different types of IP addressing schemes
- Configure static routes and dynamic routing protocols
- Construct a small, complete, workable and tested internetworks

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 and Labs

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.	Mark Dye and Allan Reid	Introduction to Networks Companion Guide	<input checked="" type="checkbox"/>	Cisco Press	2014
2.	Cisco Networking Academy	Routing and Switching Essentials Companion Guide	<input checked="" type="checkbox"/>	Cisco Press	2014
3.	Cisco Networking Academy	Routing and Switching Essentials Lab Manual	<input checked="" type="checkbox"/>	Cisco Press	2014
4.	Cisco Networking Academy	Introduction to Networks Lab Manual	<input checked="" type="checkbox"/>	Cisco Press	2014
5.			<input type="checkbox"/>		

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

Use this section for supplies and materials for all sections of this course.

Typical Evaluation Methods and Weighting

Final exam (Lab + Written): 40 %	Assignments: %	Midterm exam: 20 %	Practicum: %
Quizzes/tests: 20 %	Lab work: 10 %	Field experience: %	Shop work: %
Class participation: 10 %	Other: %	Other: %	Total: 100%

Details (if necessary):

Typical Course Content and Topics

The OSI Reference Model and the seven layers.

Data communications transmission methods

The concept of Encapsulation and de-encapsulation

Ethernet and Wifi LANs, and switches

IP addressing and address design including IPv4, IPv6, CIDR

Introduction to routing protocols and implementation

Topology and network addressing schemes

TCP/IP transport Protocols including TCP and UDP

TCP/IP application protocols including HTTP, FTP, Telnet and SMTP

TCP/IP network layer protocols including IP, ARP, ICMP

Routing protocols including static routing and dynamic routing with RIP

Memo

To: Undergraduate Education Committee;

From: Kevin deWolde, Faculty, School of Business

Date: April 20, 2015

Subject: Proposal for a minor revision of an existing course (BUS 143)

A. Course revision: Update course name, calendar description, learning outcomes and course content.

1. Rationale for change:

The School of Business is reviewing its 100 level course outlines. BUS 143 has had its language updated, including the calendar description to fit with 40 words and improved learning outcomes and course content areas. BUS 145 is accelerated financial accounting, specifically BUS 143 and 144 combined. Therefore we do not offer credit for both BUS 143/144 and BUS 145.



ORIGINAL COURSE IMPLEMENTATION DATE:

Fall 1994

REVISED COURSE IMPLEMENTATION DATE:

September 2015³

COURSE TO BE REVIEWED: (six years after UEC approval)

September 2021¹⁹

Course outline form version: 09/15/14

OFFICIAL UNDERGRADUATE COURSE OUTLINE FORM

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

Course Code and Number: BUS 143		Number of Credits: 3 Course credit policy (105)																	
Course Full Title: <u>Introductory Financial Accounting I</u>																			
Course Short Title (if title exceeds 30 characters): <u>Intro Financial Accounting I</u>																			
Faculty: Faculty of Professional Studies		Department (or program if no department): <u>School of Business</u>																	
Calendar Description: <p><u>Financial statements tell the story of the life of a business. It is critical that business stakeholders are able to understand that story. Business 143 introduces the basic principles, concepts, and applications of financial accounting. This course emphasizes the practical applications of accounting and includes the following topics: nature and purpose of accounting; the balance sheet; income and owner's equity statements; the accounting cycle; internal control; accounting for assets including cash, receivables, inventories, and capital assets primarily focusing on the accounting cycle and accounting for assets.</u></p> <p>Note 1: Credit cannot be received for both BUS 143 and (<u>BUS 339 or BUS 145</u>).</p> <p>Note 2: For transferability of this course to professional bodies such as the CPA, see the <u>UFV School of Business website</u>.</p>																			
Prerequisites (or NONE):		BUS 100 and the prerequisites for MATH 141																	
Corequisites (if applicable, or NONE):																			
Pre/corequisites (if applicable, or NONE):																			
Equivalent Courses (cannot be taken for additional credit) Former course code/number: Cross-listed with: Equivalent course(s): <u>BUS 145, BUS 339</u> ; <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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if yes, fill in transfer credit form) Resubmit revised outline for articulation: <input type="checkbox"/> Yes <input checked="" 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><u>20</u>³⁰</td> </tr> <tr> <td>Seminars/tutorials/workshops</td> <td><u>25</u>[—] —</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: <u>4</u>⁵</td> <td><u>—</u>⁴ 5</td> </tr> <tr> <td>Total</td> <td>45</td> </tr> </table>		Lecture hours	<u>20</u> ³⁰	Seminars/tutorials/workshops	<u>25</u> [—] —	Laboratory hours		Field experience hours		Experiential (practicum, internship, etc.)		Online learning activities		Other contact hours: <u>4</u> ⁵	<u>—</u> ⁴ 5	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>	
Lecture hours	<u>20</u> ³⁰																		
Seminars/tutorials/workshops	<u>25</u> [—] —																		
Laboratory hours																			
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Online learning activities																			
Other contact hours: <u>4</u> ⁵	<u>—</u> ⁴ 5																		
Total	45																		
		Maximum enrolment (for information only): 36 Expected frequency of course offerings (every semester, annually, every other year, etc.): Every semester																	
Department / Program Head or Director: Don Miskiman <u>Dr. Frank Ulbrich</u>		Date approved: <u>May 12, 2015</u>																	
Faculty Council approval		Date approved:																	
Campus-Wide Consultation (CWC)		Date of posting:																	
Dean/Associate VP: Rosetta Khalideen <u>Dr. Tracy Ryder Glass</u>		Date approved:																	
Undergraduate Education Committee (UEC) approval		Date of meeting: <u>April 26, 2013</u>																	

Learning Outcomes

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

- LO 1. Complete all the functions of the accounting cycle.
- LO 2. Recognize when transactions need to be recorded in the life of a business.
- LO 3. Measure the value of all transactions.
- LO 4. Prepare financial statements.
- LO 5. Perform basic analysis of financial statements.
- LO 6. ~~Differentiate~~ Evaluate current and long-term assets.
- LO 7. Account for changes in inventory, cash, receivables, capital assets and intangible assets.

Prior Learning Assessment and Recognition (PLAR)

Yes No, PLAR cannot be awarded for this course because

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

Lecture, discussion, and problem solving.

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. Horngren, C., Harrison, W., Olver, M.S., Norwood, P., & Johnston, J.	Accounting Volume 1	<input checked="" type="checkbox"/>	Pearson <u>Pearson/Prentice Hall</u>	2014
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.)

~~Use this section for supplies and materials for all sections of this course. A calculator approved by the UFV School of Business. (See the UFV School of Business website).~~

~~The publisher's license for online homework is required and comes with a new textbook purchase or can be purchased online directly from the publisher.~~

Typical Evaluation Methods and Weighting

Final exam:	50 <u>50</u> %	Online Assignments:	40 <u>10</u> %	Midterm exam #1:	25 <u>25</u> %	Practicum:	%
Quizzes/tests:	%	Lab work:	%	Field experience:	%	Shop work:	%
Term Test #2:	40 <u>10</u> %	Case Study:	5 <u>5</u> %	Other:	%	Total:	0 <u>100</u> %

Details (if necessary):

Typical Course Content and Topics

- ~~Module~~Week 1: ~~Accounting and the Business Environment~~ Chapter 1
- ~~Week 2: Recording Business Transactions~~ Chapter 2
- ~~Week 3: Measuring Business Income: The Adjusting Process~~ Chapter 3
- ~~Week 4: Completing the Accounting Cycle~~ The Accounting Cycle
 - Recording business transactions and adjustments
 - Preparing financial statements
 - Test #1 (LO 1-4)
 - Case study (LO 1-4) Chapter 4
- ~~Week 5: Test #1~~ Module 2: Accounting for Inventory
 - Accounting for the purchase and sales of inventory
 - Measuring the value of inventory
 - Test #2 (LO 2, 3, 5, 7)
- ~~Week 6: Merchandising Operations and the Accounting Cycle~~ Chapter 5
- ~~Week 7: Accounting for Merchandising Inventory~~ Chapter 6
- ~~Week 8: Test #2~~
- ~~Week 9: Accounting Information Systems~~ Chapter 7
- ~~Week 10: Internal Control and Cash~~ Chapter 8
- ~~Week 11: Receivables~~ Chapter 9
- ~~Week 12: Capital Assets and Intangible Assets~~ Chapter 10

Week 13: Review Module 3: Accounting for Cash, Receivables, Capital Assets and Intangible Assets

- Recording cash transactions
- Reconciling cash and bank accounts
- Measuring value of receivables
- Allocating cost of capital and intangible assets
- Differentiating between current and long-term assets
- Analyzing financial statements with ratio analysis

Online homework (LO 1-7)

Comprehensive final exam (LO 1-7)

Memo

To: Undergraduate Education Committee;

From: Kevin deWolde, Faculty, School of Business

Date: April 20, 2015

Subject: Proposal for a minor revision of an existing course (BUS 144)

A. Course revision: Update course name, calendar description, learning outcomes and course content.

1. Rationale for change:

The School of Business is reviewing its 100 level course outlines. BUS 144 has had its language updated, including the calendar description to fit with 40 words and improved learning outcomes and course content areas. We also do not offer credit for both BUS 143/144 and BUS 339.



ORIGINAL COURSE IMPLEMENTATION DATE:

Fall 1994

REVISED COURSE IMPLEMENTATION DATE:

~~September 2015~~
September 2043

COURSE TO BE REVIEWED: (six years after UEC approval)

~~September 2021~~
September 2049

Course outline form version: 09/15/14

OFFICIAL UNDERGRADUATE COURSE OUTLINE FORM

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

Course Code and Number: BUS 144		Number of Credits: 3 Course credit policy (105)																	
Course Full Title: <u>Introductory Financial Accounting II</u> Accounting II																			
Course Short Title (if title exceeds 30 characters): <u>Intro Financial Accounting II</u> ---																			
Faculty: Faculty of Professional Studies		Department (or program if no department): Business																	
Calendar Description:																			
<p>This course is a continuation of BUS 143. BUS 144 introduces the basic principles, concepts, and applications of financial accounting. Topics include current and long-term liabilities (including bonds and notes payable), partnerships, corporations and shareholders' equity, earnings per share, dividends, retained earnings, investments (including cost and equity method of accounting), international accounting, statement of cash flows, and interpretations and analysis of financial statements.</p> <p>Financial statements tell the story of the life of a business. It is critical that business stakeholders are able to interpret that story. This course and emphasizes practical applications, primarily focusing on liabilities, equity, cash flows and financial statement analysis.</p>																			
<p>Note: Students with credit for BUS 145 cannot take this course for further credit.</p> <p>Note 1: Credit cannot be received for both BUS 144 and (BUS 145 or BUS 339).</p> <p>Note 2: For transferability of this course to professional bodies such as the CPA, see the UFV School of Business website.</p>																			
Prerequisites (or NONE):		BUS 143																	
Corequisites (if applicable, or NONE):																			
Pre/corequisites (if applicable, or NONE):																			
Equivalent Courses (cannot be taken for additional credit) Former course code/number: Cross-listed with: Equivalent course(s): BUS 145, BUS 339 <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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if yes, fill in transfer credit form) Resubmit revised outline for articulation: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No To find out how this course transfers, see bctransferguide.ca .																	
Total Hours: 45 Typical structure of instructional hours: <table border="1" style="width: 100%;"> <tr> <td>Lecture hours</td> <td style="text-align: right;">30</td> </tr> <tr> <td>Seminars/tutorials/workshops</td> <td style="text-align: right;">25</td> </tr> <tr> <td>Laboratory hours</td> <td style="text-align: right;">-</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 style="text-align: right;">15</td> </tr> <tr> <td>Other contact hours:</td> <td></td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: right;">45</td> </tr> </table>		Lecture hours	30	Seminars/tutorials/workshops	25	Laboratory hours	-	Field experience hours		Experiential (practicum, internship, etc.)		Online learning activities	15	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>	
Lecture hours	30																		
Seminars/tutorials/workshops	25																		
Laboratory hours	-																		
Field experience hours																			
Experiential (practicum, internship, etc.)																			
Online learning activities	15																		
Other contact hours:																			
Total	45																		
		Maximum enrolment (for information only): 36 Expected frequency of course offerings (every semester, annually, every other year, etc.): Every semester																	
Department / Program Head or Director: Don Miskiman Dr. Frank Ulbrich		Date approved: --- May 12, 2015																	
Faculty Council approval		Date approved:																	

Campus-Wide Consultation (CWC)	Date of posting:
Dean/Associate VP: Resetta-Khalideen Dr. Tracy Ryder Glass	Date approved:
Undergraduate Education Committee (UEC) approval	Date of meeting: <u> </u> April 26, 2013

Learning Outcomes

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

- 1- ~~LO 1. Evaluate current and long-term liabilities and equity.~~ Categorize different types of business investments.
- 2- ~~LO 2. Apply accounting to partnerships.~~
- 3- ~~LO 3. Account for~~ Record various changes in investments, liabilities and equity.
- 4- ~~LO 4. Prepare financial statements.~~
- 5- ~~LO 5. Interpret~~ Analyze a statement of cash flows.
- 6- ~~LO 6. Analyze~~ Interpret financial statements using various financial ratios.

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Prior Learning Assessment and Recognition (PLAR)

Yes No, PLAR cannot be awarded for this course because

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

Lecture, discussion, and problem solving

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. Johnston, J., Hornigren, C., Harrison, W., Lemon, W., Norwood, P., & Johnston, J.	Accounting Volume II	<input checked="" type="checkbox"/>	Pearson <u>Pearson/Prentice-Hall</u>	
2. Stanko, B., Zeller, T., & Batstone, T.	Introduction to the corporate annual report a business application	<input checked="" type="checkbox"/>	John Wiley & Sons	
3.		<input type="checkbox"/>		
4.		<input type="checkbox"/>		

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

A calculator approved by the UFV School of Business. (See the UFV School of Business website).

The publisher's license for online homework. The license comes with a new textbook purchase or can be purchased online directly from the publisher.

Use this section for supplies and materials for all sections of this course.

Typical Evaluation Methods and Weighting

Final exam:	50%	Online Assignments:	10%	Midterm exam:	%	Practicum:	%
Quizzes/tests:	30%	Lab work:	%	Field experience:	%	Shop work:	%
Group project <u>Financial Analysis project:</u>	10%	Other:	%	Other:	%	Total:	<u>100%</u>

Details (if necessary):

Typical Course Content and Topics

Week	Chapter
1	Current Liabilities 11
2	Partnerships 12
3	Corporations: Share Capital 13
4	Corporations: Retained Earnings 14
5	Review
6	Test #1
7	Long-term Liabilities 15
8	Long-term Liabilities 15
9	Investments and International Operations 16
10	Financial Statement Analysis 18
11	Test #2

12- Statement of Cash Flows 18
13- Statement of Cash Flows 18

Module 1: Accounting for Liabilities and Investments

- Account for changes in payroll and other current liabilities.
- Determine the value of a bond issue.
- Account for long-term liabilities.
- Categorize and account for different types of business investments.
- Test #1 (LO 1, 3, 4)

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Module 2: Accounting for Owners' Equity

- Account for changes in business partnerships.
- Record the issue and repurchase of shares.
- Allocate and record dividends to common and preferred shareholders.
- Calculate earnings per share.
- Test #2 (LO 2-4)

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Module 3: Cash Flows and Financial Statement Analysis

- Prepare a cash flow statement using the direct and indirect methods
- Calculate cash amounts for the direct cash flow method.
- Analyze financial statements with ratio analysis.
- Evaluate the liquidity, solvency, efficiency and profitability of a business.
- Group project (LO 5, 6)

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Online homework (LO 1-6)

Comprehensive final exam (LO 1-6)

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Memo

To: Undergraduate Education Committee;

From: Kevin deWolde, Faculty, School of Business

Date: April 20, 2015

Subject: Proposal for a minor revision of an existing course (BUS 145)

A. Course revision: Update course name, calendar description, learning outcomes and course content.

1. Rationale for change:

The School of Business is reviewing its 100 level course outlines. BUS 145 has had its language updated, including the calendar description to fit with 40 words and improved learning outcomes and course content areas. BUS 145 is accelerated financial accounting, specifically BUS 143 and 144 combined. Therefore we do not offer credit for both BUS 143/144 and BUS 145. We also do not offer credit for both BUS 143/144 or BUS 145 and BUS 339.



ORIGINAL COURSE IMPLEMENTATION DATE: Fall 1994
 REVISED COURSE IMPLEMENTATION DATE: ~~September 2015~~ ~~September 2013~~ ~~September 2021~~ ~~September 2013~~
 COURSE TO BE REVIEWED: (six years after UEC approval)
 Course outline form version: 09/15/14

OFFICIAL UNDERGRADUATE COURSE OUTLINE FORM

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

Course Code and Number: BUS 145		Number of Credits: 3 Course credit policy (105)																	
Course Full Title: Accelerated Introductory Financial Accounting Accelerated Financial Accounting																			
Course Short Title (if title exceeds 30 characters): Accelerated Intro Finl Accting _____																			
Faculty: Faculty of Professional Studies		Department (or program if no department): School of Business																	
Calendar Description:																			
<p>Financial statements tell the story of the life of a business. It is critical that business stakeholders are able to interpret that story. This course emphasizes practical applications, focusing on the accounting cycle, financial statements and their analysis. The course introduces the basic principles, concepts, and applications of financial accounting. The course emphasizes the practical application of accounting, and covers the: nature and purpose of accounting; the balance sheet; income and owner's equity statements; the statement of cash flows; the accounting cycle; internal control; accounting for assets, (including cash, receivables, inventories, capital assets), current and long-term liabilities (including bonds and notes payable), partnerships, corporations and shareholders' equity, earnings per share, dividends, retained earnings, investments (including cost and equity method of accounting), international accounting, and interpretations and analysis of financial statements.</p> <p>Note: Students with credit for _____ cannot take this course for further credit.</p> <p>Note 1: Credit cannot be received for both BUS 145 and (BUS 143, BUS 144 or BUS 339).</p> <p>Note 2: For transferability of this course to professional bodies such as the CPA, see the UFV School of Business website.</p>																			
Prerequisites (or NONE):		BUS 100 and the pre-requisite to MATH 141																	
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: Cross-listed with: Equivalent course(s): BUS 143, BUS 144 and BUS 339 _____ <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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if yes, fill in transfer credit form) Resubmit revised outline for articulation: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No To find out how this course transfers, see bctransferguide.ca .																	
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Lecture hours	30 <u>20</u>																		
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Department / Program Head or Director: Don Miskiman <u>Dr. Frank Ulbrich</u>		Date approved: <u>May 12, 2015</u>																	

Faculty Council approval	Date approved:
Campus-Wide Consultation (CWC)	Date of posting: <u> </u> January 27, 2012
Dean/Associate VP: Rosetta Khalideen <u>Dr. Tracy Ryder -Glass</u>	Date approved:
Undergraduate Education Committee (UEC) approval	Date of meeting: <u> </u> April 26, 2013

Learning Outcomes

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

- 1- LO 1. Complete all the functions of the accounting cycle.
- 2- LO 2. Recognize when transactions need to be recorded in the life of a business.
- 3- LO 3. Measure the value of all transactions.
- 4- LO 4. Prepare financial statements.
- 5- Evaluate LO 5. Differentiate current and long-term assets and liabilities.
Evaluate current and long-term liabilities and equity. LO 6. Categorize different types of business investments.
- 6- LO 7. Apply accounting to partnerships.
- 7- LO 8. Record/Account for various changes in assets, liabilities and equity.
- 8- LO 9. Interpret/Analyze a statement of cash flows.
- 9- Interpret LO 10. Analyze financial statements using various financial ratios.

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Prior Learning Assessment and Recognition (PLAR)

Yes No, PLAR cannot be awarded for this course because

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

Lecture, discussion, and problem solving

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. <u>Horngrén, C., Harrison, W., Oliver, M.S., Norwood, P., & Johnston, J.</u>	<u>Horngrén, C., Harrison, W., Oliver, M.S., Norwood, P., & Johnston, J.</u> Accounting, Volume 1 Accounting, Volume 1 and 2	<input checked="" type="checkbox"/>	<u>Pearson</u> <u>Pearson/Prentice Hall</u>	<u>2014</u>
2. <u>Horngrén, C., Harrison, W., Oliver, M.S., Norwood, P., & Johnston, J.</u>	<u>Horngrén, C., Harrison, W., Oliver, M.S., Norwood, P., & Johnston, J.</u> Accounting, Volume 2	<input checked="" type="checkbox"/>	<u>Pearson</u>	
3.		<input type="checkbox"/>		
4.		<input type="checkbox"/>		
5.		<input type="checkbox"/>		

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

A calculator approved by the UFV School of Business. (See the UFV School of Business website).

The publisher's license for online homework. The license comes with a new textbook purchase or can be purchased online directly from the publisher.

Business-calculator

Typical Evaluation Methods and Weighting

Final exam:	50%	<u>Online</u> Assignments:	<u>10</u> %	Midterm exam:	%	Practicum:	%
Quizzes/tests:	30%	Lab work:	<u>10</u> %	Field experience:	%	Shop work:	%
Other: Project:	10%	Other:	%	Other:	%	Total:	<u>100</u> %

Details (if necessary):

Typical Course Content and Topics

Week 1 Accounting and the Business Environment; Recording Business Transactions Chapters 1 and 2

Week 2 Measuring Business Income: The Adjusting Process; Completing the Accounting Cycle Chapters 3 and 4

Week 3 Merchandising Operations and Inventory Chapters 5 and 6

Week 4 Test #1

Week 5 Accounting Information Systems; Internal Control and Cash Chapters 7 and 8
Week 6 Receivables; Capital Assets and Intangible Assets Chapters 9 and 10
Week 7 Current Liabilities; Partnerships Chapters 11 and 12
Week 8 Test #2
Week 9 Corporations: Share Capital and Retained Earnings Chapters 13 and 14
Week 10 Long-term Liabilities Chapter 15
Week 11 Investments and International Operations; Financial Statement Analysis Chapters 16 and 18
Week 12 Statement of Cash Flows Chapter 17
Week 13 Review

Module 1: The Accounting Cycle

- Recording business transactions and adjustments
- Preparing financial statements
- Test #1 (LO 1-4)

Module 2: Accounting for assets

- Account for the purchase and sales of inventory
- Measure the value of inventory
- Record cash transactions
- Reconcile cash and bank accounts
- Measure value of receivables
- Allocate cost of capital and intangible assets
- Categorize and account for different types of business investments.
- Differentiate between current and long-term assets
- Test #2 (LO 5, 6, 8)

Module 3: Accounting for liabilities and equity

- Account for changes in payroll and other current liabilities.
- Determine the value of a bond issue.
- Account for long-term liabilities.
- Account for changes in business partnerships.
- Record the issue and repurchase of shares.
- Allocate and record dividends to common and preferred shareholders.
- Calculate earnings per share.
- Test # 3 (LO 5, 7, 8)

Module 4: Cash Flows and Financial Statement Analysis

- Prepare a cash flow statement using the direct and indirect methods
- Calculate cash amounts for the direct cash flow method.
- Analyze financial statements with ratio analysis.
- Evaluate the liquidity, solvency, efficiency and profitability of a business.
- Group project (LO 9,10)

Online homework (LO 1-10)

Comprehensive final exam (LO 1-10)

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Faculty Council Motions/Actions April 24th, 2015

	Motions/Action		Follow Up
	<p><u>MOTION</u> Gerry Palmer/Gillian Bubb THAT the agenda of April 24th, 2015 be approved as presented. <u>CARRIED</u></p>		
	<p><u>MOTION</u> Vandy Britton/Awneet Sivia THAT the minutes of March 20th, 2015 be approved as presented. <u>CARRIED</u></p>		
	<p><u>MOTION</u> Kenneth Gariepy/Elizabeth Dow THAT the Professional Studies Indigenization Sub Committee's Terms of Reference be approved as presented. <u>CARRIED</u></p>		
	<p><u>MOTION</u> Vandy Britton/Barbara Salingre THAT the new course proposal for EDUC 481, EDUC 482, and EDUC 483 for the TED Summer Institute be approved as presented. <u>CARRIED</u></p>		
	<p><u>MOTION</u> Seonaigh MacPherson/ Frank Ulbrich THAT the ADED Instructional Design Certificate's revised entrance requirements be approved with the following underlined word addition: "Completion of a minimum of nine credits with a GPA of 2.0 or better <u>in each course.</u>" <u>CARRIED</u></p>		
	<p><u>MOTION</u> Seonaigh MacPherson/Kenneth Gariepy THAT the ADED Instructional Design Certificate's regularization of courses ADED 325, 425, and 435 be approved as presented. <u>CARRIED</u></p>		
	<p><u>MOTION</u> Seonaigh MacPherson/Awneet Sivia THAT the ADED Instructional Design Certificate change to the renumbering of ADED 470 to ADED 473 be approved as presented. <u>CARRIED</u></p>		

	<p><u>MOTION</u> Seonaigh MacPherson/Leah Douglas THAT the ADED Instructional Design Certificate's (IDC) combined pathway with the TESL certificate program be approved as presented.</p> <p style="text-align: right;"><u>CARRIED</u></p>		
	<p><u>ACTION</u> CIS Department The CIS 192 calendar description, prerequisites, and learning outcome course outline changes be tabled for further review by the CIS Department.</p>		