CAPILANO UNIVERSITY

COURSE OUTLINE		
TERM: FALL 2020	**COURSE NO: MOPA 327**	
INSTRUCTOR:	**COURSE TITLE: The Ethical Producer**	
OFFICE: **LOCAL:** **E-MAIL:**	**SECTION NO(S):**	**CREDITS: 2.5**
OFFICE HOURS:		
COURSE WEBSITE:		

Capilano University acknowledges with respect the Lil'wat, Musqueam, Squamish, Sechelt, and Tsleil-Waututh people on whose territories our campuses are located.

COURSE FORMAT: Three hours of class time, plus an additional hour delivered through on-line or other activities for a 12-week semester.

COURSE PREREQUISITES/CO-REQUISITES: 45 credits of post-secondary at 100-level or higher coursework.

CALENDAR DESCRIPTION:
Through case studies, readings, field research and leading experts, students will examine and formulate best practices for ethical producing in an ever-changing and increasingly complex media landscape.

REQUIRED TEXTS AND/OR RESOURCES:
Resource material is provided by the instructor or on reserve in the Main Library. Check eLearn for assignments and readings.

COURSE STUDENT LEARNING OUTCOMES:
Upon successful completion of this course students will be able to:
- Practice critical thinking to develop innovative and well-founded ethical perspectives;
- Formulate and apply appropriate communication skills across settings, purposes and audiences;
- Demonstrate and promote professional behaviour;
- Identify and implement best practices for a more sustainable BC film industry;
- Contribute to the creation of a healthy, diverse, and respectful filmmaking community; and
- Advance producing standards and practices for the global industry.

COURSE CONTENT:

WEEKS 1-12

WEEK 1:

Introduction - Innovative Approaches in Producing
- Producer Mission Statements
- Morality, Immorality, and Amorality Tales
- Toward A More Ethical Film Industry

WEEK 2:

ImagineNATIVE'S On-screen Protocols and Pathways
- Protocols Principles of Respect, Reciprocity, Reciprocity and Consent
- Processes for Working with Indigenous Content, Concepts and Communities
- Creating Meaningful Collaborations

WEEK 3:

International Cross-Cultural Collaborations
- Filmmaking in Developing Countries
- Informed Consent and Representation On-Screen
- *Assignment #1 Due*

WEEK 4:

Safety First!
- Working with Minors, Parents, Guardians and Tutors
- 'Walking the Talk', Safe Work Procedures in the Office and on Location
- Producer Liabilities, Safety Audits and Reporting, Regulatory Requirements

WEEK 5:

Workplace Health
- Stress Management, 'Presenteeism and Building Resilience
- Wellness Trends, Practices and Resources
- Sleep Hygiene, Turnarounds, and Workdays

WEEK 6:

Approaches to Depicting Intimacy Onscreen
- Best Practices for Auditioning, Nudity Riders/Waivers and Choreography
- Intimacy Coordination and ACTRA Best Practices
- Working with the Intimacy Coordinator in Rehearsal and On-Set

WEEK 7:

Intersectionality Theory
- Power Dynamics and Equality
- Inclusion Initiatives and Diversity Waivers
- Keeping Villains Onscreen & Out of the Workplace
- *Assignment #2 Due*

WEEK 8:

Sustainability and the Ethics of Product
- Greening the Industry, Carbon Literacy and the 'Paperless' Production
- New Industry Partnerships and Tools for Sustainable Production Management
- Managing Electronic Waste

WEEK 9:

Content Creation
- Free Expression and The Charter of Rights and Freedoms
- Cyber-Bullying and Hate Speech
- Social Media Management and Mental Health in Youth
- Social Media Governance and Policies

WEEK 10:

Big Brother is Here- Data Collection and Surveillance
- Privacy Legislation and Managing Personal Information
- Use of NDA's and Confidentiality
- Cyber-Security
- Crisis Communications

WEEK 11:

Producer Mentorships and Industry Associations
- Building Capacity and Community
- Producer Role Models
- Trends in Ethical Producing
- *Assignment #3 Research Reports Due*

WEEK 12:

- Class Presentations
- *Critical Reading Journal Due*

Fourth hour: may include student meetings with instructor, screenings and online contact.

EVALUATION PROFILE	
Assignments*	60%
Discussion Forums	10%
Critical Reading Journal	20%
Participation/Attendance**	10%
Total	**100%**

*ASSIGNMENTS	
Assignment #1: Due Week 3 Individual Community Field Assessment related to a current producing challenge, presented in a written report.	15%
Assignment #2: Due Week 7 Group Safety Case Study and Illustrated Presentation, delivered to the MOPA student body	20%
Assignment #3: Due Week 12 Individual Research Report and Class Presentation, comparing and contrasting innovative approaches to Ethical Producing, identifying role models and trends.	25%
Total	**60%**

**Attendance and Participation:

Attendance will be taken for each class and will form part of the final grade (See Evaluation Profile). This is a professional program. Accordingly, students are expected to be on time and to attend every class. Arriving more than 20 minutes after the commencement of class, or leaving early, will be considered an absence. Students with three unexcused absences will fail the course. When students are absent from class, they are still responsible for the material covered during their absence, including announcements, assigned readings and hand-outs.

The grade for class participation is based on both the frequency and the quality of students' comments, questions and observations, with the emphasis on quality. The quality is determined by, among other things, the relevance, insight and clarity of remarks.

GRADING PROFILE:

A+	= 90-100	B+	= 77-79	C+	= 67-69	D	= 50-59
A	= 85-89	B	= 73-76	C	= 63-66	F	= 0-49
A-	= 80-84	B-	= 70-72	C-	= 60-62		

Incomplete Grades:

Grades of Incomplete "I" are assigned only in exceptional circumstances when a student requests extra time to complete their coursework. Such agreements are made only at the request of the student, who is responsible to determine from the instructor the outstanding requirements of the course.

Late Assignments:

Assignments are due at the beginning of the class on the due date listed. If you anticipate handing in an assignment late, please consult with your instructor beforehand.

Missed Exams/Quizzes/Labs etc.:

Missed exams and quizzes will be assigned a grade of zero. Make-up exams, quizzes and/or tests are given at the discretion of the instructor. They are generally given only in medical emergencies or severe personal crises. Some missed labs or other activities may not be able to be accommodated. Please consult with your instructor.

Professionalism:
Students are expected to demonstrate a professional attitude and behaviour towards their work, fellow-students, and their instructor. Students should demonstrate reliability, respect for and co-operation with colleagues. A willingness to work calmly and courteously under difficult conditions as well as a determination to achieve first-class work while meeting deadlines is necessary in this course. Students should have respect for equipment and systems, and a constructive response to criticism.

English Usage:
All written work submitted must use good academic English and follow the guidelines provided in the Capilano University Guide to Writing Assignments (available from the University Bookstore). Students are expected to proofread all written work for any grammatical, spelling and stylistic errors. Instructors may deduct marks for incorrect grammar and spelling in written assignments.

Electronic Devices:
Students may use electronic devices during class for notetaking only. Students are expected to abide by the Statement of Appropriate Use of Information Technology Facilities and Services in any use of computers at the University. This statement can be obtained from your department, the Library, Computer Services or on the University website.

On-line Communication:
Outside of the classroom, instructors will (if necessary) communicate with students using either their official Capilano University email or eLearn; please check both regularly. Official communication between Capilano University and students is delivered to students' Capilano University email addresses only.

Computer lab usage:
No food or beverages are allowed in the University's computer labs at any time. Students must not abuse internet privileges by visiting inappropriate or illegal websites. Intentionally opening and/or altering other students' projects will not be tolerated. Respect for other students' work is of utmost importance.

UNIVERSITY OPERATIONAL DETAILS:

Tools for Success
Many services are available to support student success for Capilano University students. A central navigation point for all services can be found at: https://www.capilanou.ca/student-life/

Capilano University Security: download the CapU Mobile Safety App

Policy Statement (S2009-06)
Capilano University has policies on Academic Appeals (including appeal of final grade), Student Conduct, Academic Integrity, Academic Probation and other educational issues. These and other policies are available on the University website.

Academic Integrity (S2017-05)

Any instance of academic dishonesty or breach of the standards of academic integrity is serious and students will be held accountable for their actions, whether acting alone or in a group. See policy and procedures S2017-05 Academic Integrity for more information: https://www.capilanou.ca/about-capu/governance/policies/

Violations of academic integrity, including dishonesty in assignments, examinations, or other academic performances, are prohibited and will be handled in accordance with the Student Academic Integrity Procedures.

Academic dishonesty is any act that breaches one or more of the principles of academic integrity. Acts of academic dishonesty may include but are not limited to the following types:

Cheating: Using or providing unauthorized aids, assistance or materials while preparing or completing assessments, or when completing practical work (in clinical, practicum, or lab settings), including but not limited to the following:
- Copying or attempting to copy the work of another during an assessment;
- Communicating work to another student during an examination;
- Using unauthorized aids, notes, or electronic devices or means during an examination;
- Unauthorized possession of an assessment or answer key; and/or,
- Submitting of a substantially similar assessment by two or more students, except in the case where such submission is specifically authorized by the instructor.

Fraud: Creation or use of falsified documents.

Misuse or misrepresentation of sources: Presenting source material in such a way as to distort its original purpose or implication(s); misattributing words, ideas, etc. to someone other than the original source; misrepresenting or manipulating research findings or data; and/or suppressing aspects of findings or data in order to present conclusions in a light other than the research, taken as a whole, would support.

Plagiarism: Presenting or submitting, as one's own work, the research, words, ideas, artistic imagery, arguments, calculations, illustrations, or diagrams of another person or persons without explicit or accurate citation or credit.

Self-Plagiarism: Submitting one's own work for credit in more than one course without the permission of the instructors, or re-submitting work, in whole or in part, for which credit has already been granted without permission of the instructors.

Prohibited Conduct: The following are examples of other conduct specifically prohibited:
- Taking unauthorized possession of the work of another student (for example, intercepting and removing such work from a photocopier or printer, or collecting the graded work of another student from a stack of papers);
- Falsifying one's own and/or other students' attendance in a course;
- Impersonating or allowing the impersonation of an individual;

- Modifying a graded assessment then submitting it for re-grading; or,
- Assisting or attempting to assist another person to commit any breach of academic integrity.

Sexual Violence and Misconduct: All Members of the University Community have the right to work, teach and study in an environment that is free from all forms of sexual violence and misconduct. Policy B401 defines sexual assault as follows:

> Sexual assault is any form of sexual contact that occurs without ongoing and freely given consent, including the threat of sexual contact without consent. Sexual assault can be committed by a stranger, someone known to the survivor or an intimate partner.

Safety and security at the University are a priority and any form of sexual violence and misconduct will not be tolerated or condoned. The University expects all Students and Members of the University Community to abide by all laws and University policies, including B.401 Sexual Violence and Misconduct Policy and B.401.1 Sexual Violence and Misconduct Procedure (found on Policy page https://www.capilanou.ca/about-capu/governance/policies/)

Emergencies: Students are expected to familiarise themselves with the emergency policies where appropriate and the emergency procedures posted on the wall of the classroom.

PROGRAM OPERATIONAL DETAILS:

VISION STATEMENT
The School of Motion Picture Arts is dedicated to inspiring a new generation of independent Canadian filmmakers through the fostering and mentoring of emerging talent utilizing progressive learning environments and authentic production experiences, such that graduates make valued contributions to the global media culture.

PROGRAM LEARNING OUTCOMES
Program Mission
To provide the encouragement, equipment, training and setting for a vital experience of creation and collaboration. Student filmmakers will expand and refine their practical, professional, artistic and social skills in order to acquire craft excellence and successfully integrate into the increasingly complex and diverse industries of filmed entertainment, digital communications and new media.
Program Goals
Knowledge: To enable students to articulate and apply their knowledge of story and story development to documentary and narrative projects on all platforms; to combine and apply both practical and theoretical knowledge; to investigate and interpret a broad range of theoretical perspectives. **Skills:** To orchestrate a detailed industrial process; to manage time and budget on large projects over extended periods of time; to use technology as a tool to create innovative and authentic stories; to develop a convergent approach to creative content; to collaborate creatively. **Value:**

To conceptualize, research, develop and produce projects from initial idea through to final product; to market and distribute projects; to develop innovative business models and strategies to build sustainable companies; to understand the role of film and the film industry in Canada's culture and economy; to identify potential areas/sectors of employment; to identify opportunities for further study; to articulate and pursue a unique and personal voice and vision through the artistic and technical means of filmmaking and visual communication, and, in particular, to use the tools and resources at their disposal with clarity, intelligence, resourcefulness and professionalism.

PROGRAM STUDENT LEARNING OUTCOMES

Students successfully completing this program will:

1. Analyse historical, technological, philosophical and theoretical trends in the national and global application of current industry practices.
2. Acquire a range of skills and applications of visual communication in order to expand their potential to realize and create meaningful career opportunities;
3. Contribute their technical skills, creative skills, and personal vision to the art of filmmaking;
4. Consult, liaise and negotiate in a professional manner in all aspects of the filmmaking process;
5. Develop industry relationships and create authentic learning environments in order to provide opportunities to expand their potential as independent filmmakers.