COURSE OUTLINE		
TERM: Spring 2022	**COURSE NO: CLSC 105**	
INSTRUCTOR:	**COURSE TITLE:** *Foundation Skills in Community Development*	
OFFICE: **LOCAL:** **E-MAIL:** @capilanou.ca	**SECTION NO(S):**	**CREDITS: 3.0**
OFFICE HOURS: 1.5		
COURSE WEBSITE:		

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

COURSE FORMAT
Three hours of class time per week, plus an additional hour of online or other activities, for a 15-week semester which includes two weeks for final exams/assignments. Course delivery may be in person, online, or mixed mode.

COURSE PREREQUISITES/CO-REQUISITES
None

CALENDAR DESCRIPTION This course provides an overview of the roles and responsibilities of community workers and skills in community organizing of social issues within diverse populations. Upon successful completion of the course, students should be able to facilitate participatory community processes and consensus-building, then communicate decisions and program plans in written and oral reports and including Indigenous ways of knowing. Classes will be offered in community settings using in person, online and mixed modes of delivery. Students with volunteer experience in community organization who want to move into paid work are encouraged to apply.

COURSE NOTE
CLSC 105 is an approved Self and Society course for Cap Core requirements.
CLSC 105 is equivalent to CCB 105. Duplicate credit will not be granted for this course and CCB 105.

REQUIRED TEXTS AND/OR RESOURCES
Brown, J & Hannis, D. (2012) Community Development in Canada. Toronto: Pearson Canada Inc.
Selected readings and videos

COURSE STUDENT LEARNING OUTCOMES
On successful completion of this course, students will be able to:
- Demonstrate an understanding of community development roles and responsibilities

- Demonstrate skills in community organizing on selected social issues
- Facilitate participatory community processes
- Understand consensus building models and be able to apply the techniques
- Demonstrate an ability to communicate community decisions and program plans in written reports

Students who complete this Self and Society course will be able to do the following:
- Identify potential root causes of local/global problems and how they affect local/global cultures, economies, politics, and policies.identify community assets
- Assess and evaluate individual and collective responsibilities within a diverse and interconnected global society.
- Apply concepts of sustainable development to address sustainability challenges in a global context.
- Explain how contexts (e.g. cultural, historical, colonial, economic,technological) shape identity formation and social structures.

COURSE CONTENT

Skills such as active listening, decision-making, clear communication and conflict resolution are vital for community workers. Building strong and diverse community organizations and networks requires an understanding of socio-economic differences, cultural backgrounds, racial experiences, and gender identities. Recognizing that community development often occurs in conflicted environments, this course focuses on understanding the dynamics of diversity and the importance of consensus building at all levels of community work. This course introduces students to key organizing and planning skills in a practical and engaging way, providing them with an opportunity to learn key principles and develop individual skills in implementing them. Indigenous pedagogy will be integrated throughout the course. Learning will be experiential, and will require observation, participation and self-direction. On completion of this course, students will have experience in taking a community process from the organizing stage through to the completion of a written report. The course emphasizes self-awareness and will expect each student, in consultation with the course instructor, to develop a personal plan for improving their ability to support and facilitate community consensus.

	Week	**Topic**
Definitions	1	Introductions and welcome. Course overview. Self-care assessment.
	2	Fostering leadership. Inclusive community organizing.
	3	Communication
Tools	4	Facilitation for inclusion
	5	Community partnerships
	6	Decision making and working with conflict
	7	Running effective meetings
	8	Community research

	Week	Topic
Case Studies	9	Class challenge (project)
	10	Outcomes based planning I
	11	Outcomes based planning II
	12	Proposal writing I
	13	Monitoring outcomes
	14	Final exam period
	15	Final exam period

EVALUATION PROFILE

Participation/Attendance	10%
Individual Projects	35%
Quizzes	35%
Personal Plan	20%
Total	100%

Participation will be evaluated based on class discussions and/or use of discussion boards. Assignments include quizzes, an individual project which requires the effective demonstration of a key organizing skill, and a personal plan for continuing development of communication skills throughout the CCB program.

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
Incomplete grades will only be given with special permission.

Late Assignments
Late assignments will only be accepted with the advance approval of the instructor.

Missed Exams/Quizzes/Labs etc.
There are no exams in this course. Make-up quizzes are given at the discretion of the instructor.

Attendance
Students are expected to attend all classes and associated activities.

English Usage
Students are expected to proofread all written work for any grammatical or spelling errors. Instructors may deduct marks for incorrect grammar and spelling in written assignments. There is an

English language requirement for this course. All take-home work must be typed and be presented in a professional manner.

Electronic Devices
Students may use electronic devices during class, as needed for class work.

On-line Communication Outside of the classroom, instructors will (if necessary) communicate with students using either their official Capilano University email, eLearn or a social media platform decided on by the cohort. Official communication between Capilano University and students is delivered to students' Capilano University email addresses only.

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.