



CAPILANO UNIVERSITY

COURSE OUTLINE		
TERM: Fall 2023	COURSE NO: ENSO 490	
INSTRUCTOR:	COURSE TITLE: Community and Field School Studies	
OFFICE: LOCAL: E-MAIL: @capilanou.ca	SECTION NO(S):	CREDITS: 3
OFFICE HOURS:		
COURSE WEBSITE:		

Capilano University acknowledges with respect the Lilwat7úl (Lil'wat), xʷməŋ̓ ̓θkʷəyəm (Musqueam), shíshálh (Sechelt), Skwxwú7mesh (Squamish), and Səlílwətaʔ/Selilwitulh (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 15-week semester, which includes two weeks for final exams.

COURSE PREREQUISITES

90 credits of 100-level or higher coursework - including at least one Cap Core Experiential course

CALENDAR DESCRIPTION

This capstone course provides students the background support and platform for production of a culminating piece of academic work built around an applied project directly connected to the local community and region through a work integrated learning initiative. Students will be guided/mentored in: (1) the selection of a topic or project; (2) the design of the research or inquiry; and (3) the completion of the academic work or project.

COURSE NOTE

ENSO 490 is an approved Capstone course for Cap Core requirements.

REQUIRED TEXTS AND/OR RESOURCES

Readings will be customised to students' projects, etc.

COURSE STUDENT LEARNING OUTCOMES

On successful completion of this course, students will be able to do the following:

1. Critically reflect on what they have learned through their studies in the degree program.
2. Conduct academic and/or field research on their selected topic.
3. Produce a significant academic paper or report on their selected topic.
4. Identify and evaluate the social, cultural, and ethical implications of their topic issue, especially as it relates to their professional or further academic goals.

5. Facilitate dialogue with a range of interested parties.
6. Take the lead to develop a community-based project
7. Articulate pathways to implement project ideas and plans and build capacity within the community.

Students who complete this Capstone course will be able to do the following:

1. Identify a topic of inquiry or practice.
2. Gather and organize relevant research materials.
3. Evaluate, synthesize, and apply research findings.
4. Share findings or results in a means appropriate to a field of study.

COURSE CONTENT

Week 1	Introduction to the course
Week 2	Topics introductions
Week 3	Project selection
Weeks 4	Project management and planning
Week 5-8	Research strategies
Week 9	Dialogue facilitation
Week 10	Round table facilitation
Week 11	Project development
Week 12	Community forum presentations
Week 13	Community forum presentations
Weeks 14 & 15	Final Exam Period

EVALUATION PROFILE

Professionalism	10%
Individual: ePortfolio	20%
Group: Project Proposal and plan	20%
Group: Project presentation	15%
<u>Individual: Final Paper Project</u>	<u>35%</u>
Total = 100%	

Professionalism

Students should be able to demonstrate a professional attitude and behaviour: reliability, respect for and cooperation with colleagues, willingness to work calmly and courteously, respect for equipment and systems, and constructive response to criticism. The use of cellphones for non-academic purposes during lecture and lab sessions is prohibited. Students using cell phones inappropriately could be asked to leave the lecture hall or laboratory room by the instructor.

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.

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.

Attendance

Students are expected to attend all classes and associated activities. Accommodation may be made to honour community needs and traditional practises.

English Usage

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 note-taking only.

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.

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.