

COURSE SYLLABUS



COURSE TITLE: CFCS 214- Professional Practice 2
CLASS SECTION: X01
TERM: F2024
COURSE CREDITS: 3

Camosun College campuses are located on the traditional territories of the Lək̓ʷəŋən and W̱SÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here.
Learn more about Camosun's [Territorial Acknowledgement](#).

INSTRUCTOR DETAILS

NAME: Robin Fast
EMAIL: Fast@camosun.ca
OFFICE: CHW 312
HOURS: Mondays 1230-130, Thursdays 1130-1230, and by appointment

As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.

CALENDAR DESCRIPTION

Students will build on their existing knowledge and skills related to professional practice, with an emphasis on professional standards, relevant legislation, and leadership models. Students will further develop skills and strategies necessary for interdisciplinary team work. Lifelong learning and its relationship to personal and professional development is explored.

PREREQUISITE(S): One of: C in CFCS 114, CSEA 175, MHA 125 and MHA 126
CO-REQUISITE(S): N/A
EQUIVALENCIES: N/A

COURSE LEARNING OUTCOMES / OBJECTIVES

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

- a) Work effectively within, and contribute to an interdisciplinary team.
- b) Apply effective strategies to enhance personal and professional development.
- c) Apply leading and diverse strategies that contribute to collaborative leadership in community settings.
- d) Describe and critically evaluate relevant provincial and municipal legislation and related policies, procedures, and regulations and their impact on individuals, families, and diverse communities.

REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

Readings will be made available online via D2L or distributed in class.

COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

The following schedule and course components are subject to change with reasonable advance notice, as deemed appropriate by the instructor.

WEEK or DATE RANGE	ACTIVITY or TOPIC	OTHER NOTES
1 September 2	No Class: Labour Day	
2 September 9	Introduction to CFCS 214 Leadership in Community Social Services	Reading: Indigenous Perspectives on Leadership: A Communal Reflection (D2L)
3 September 16	Career Portfolios: Guest Presenters from Camosun's Career Services	Reading: What is a Career Portfolio? (D2L) Resources: A self-Managed Career Portfolio Guide Resource: CamSTAR
4 September 23	Self-Leadership	Reading: Goleman's Six Emotional Leadership Styles Reading: Chapter 1 of The Leadership Challenge (D2L) Reading: What is Self Leadership
5 September 30	No Class: National Day of Truth and Reconciliation	
6 October 7	Collaboration & Community Work Interprofessional Practice	Reading: Interprofessional field education: Reciprocal learning from collaborative practice. (D2L)
7 October 14	No Class: Thanksgiving	
8 October 22	Interprofessional Practice Team Activity Class moved to Tuesday, October 22, 3-530, Lansdowne Campus	
9 October 28	Government Structures & Introduction to Legislation	Reading: The BC Handbook for Action on Child Abuse and Neglect: For Service Providers
10 November 4	Legislation Continued	Reading: Your assigned legislation
11 November 11	No Class: Remembrance Day	
12 November 18	Legislation Presentations	
13 November 25	Mock Interviews	

WEEK or DATE RANGE	ACTIVITY or TOPIC	OTHER NOTES
14 December 2	Portfolio Presentations Integration of Learning	

Students registered with the Centre for Accessible Learning (CAL) who complete quizzes, tests, and exams with academic accommodations have booking procedures and deadlines with CAL where advanced notice is required. Deadlines can be reviewed on the [CAL exams page](https://camosun.ca/services/academic-supports/accessible-learning/academic-accommodations-exams). <https://camosun.ca/services/academic-supports/accessible-learning/academic-accommodations-exams>

EVALUATION OF LEARNING

DESCRIPTION	WEIGHTING
Assignment 1: Interdisciplinary Team Case Study Plan	5%
Assignment 2: Interdisciplinary Reflection Paper	5%
Assignment 3: Legislation Presentation	15%
Assignment 4: Legislation Impacts Paper	15%
Assignment 5: Career Portfolio	20%
Assignment 6: Participation & Reflection to Midpoint	20%
Assignment 7: Participation & Reflection to Course End	20%
TOTAL	100%

If you have a concern about a grade you have received for an evaluation, please come and see me as soon as possible. Refer to the [Grade Review and Appeals](#) policy for more information.

COURSE GUIDELINES & EXPECTATIONS

This interactive course uses a variety of teaching/learning strategies, lectures, discussion, cooperative learning, guest speakers, oral and online presentations, and role-plays.

Class attendance is required. Please arrive for planned classes and meetings on time and be prepared to participate in discussions and activities. Contact the instructor if you are unable to attend a planned class.

Please submit assignments via D2L in PDF or Word format. OpenOffice users can “save as” Microsoft Word (i.e., .doc or .docx) before posting electronically. Written assignments should be typed, double-spaced, and follow APA guidelines unless otherwise indicated.

To pass this course, students must satisfactorily complete all assignments and learning activities.

All assignments are to be submitted on designated due dates. In most circumstances, students may arrange with the instructor for an extension of an assignment but be sure to contact me at least two weekdays before the due date.

I will provide specific instructions for use of AI (artificial intelligence) tools for assignments. When AI use is permitted, you must indicate use of AI tools in your work. Uncited use of AI is a violation of the Camosun College's Academic Integrity policy.

Participation considerations include:

- Regular attendance
- Active and respectful participation
- Adequate preparation for classes and course activities
- Cooperation, support, and professionalism in small group, large group, and online discussions activities
- Respectful behavior toward classmates and instructor
- Awareness of own behavior and its effect on others
- Completion of course related activities

STUDENT RESPONSIBILITY

Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College property, and assume responsibility for their education by researching academic requirements and policies; demonstrating courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

SUPPORTS AND SERVICES FOR STUDENTS

Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit camosun.ca/services.

Support Service	Website
Academic Advising	camosun.ca/services/academic-supports/academic-advising
Accessible Learning	camosun.ca/services/academic-supports/accessible-learning
Counselling	camosun.ca/services/health-and-wellness/counselling-centre
Career Services	camosun.ca/services/co-operative-education-and-career-services
Financial Aid and Awards	camosun.ca/registration-records/financial-aid-awards
Help Centres (Math/English/Science)	camosun.ca/services/academic-supports/help-centres
Indigenous Student Support	
International Student Support	camosun.ca/international
Learning Skills	camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills
Library	camosun.ca/services/library
Office of Student Support	camosun.ca/services/office-student-support
Ombudsperson	camosun.ca/services/ombudsperson

Support Service	Website
Registration	camosun.ca/registration-records/registration
Technology Support	camosun.ca/services/its
Writing Centre	camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills

If you have a mental health concern, please contact Counselling to arrange an appointment as soon as possible. Counselling sessions are available at both campuses during business hours. If you need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

COLLEGE-WIDE POLICIES, PROCEDURES, REQUIREMENTS, AND STANDARDS

Academic Integrity

Students are expected to comply with all College policy regarding academic integrity; which is about honest and ethical behaviour in your education journey. The following guide is designed to help you understand your responsibilities: <https://camosun.libguides.com/academicintegrity/welcome>
Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.13.pdf> for Camosun's Academic Integrity policy and details for addressing and resolving matters of academic misconduct.

Academic Accommodations for Students with Disabilities

The College is committed to providing appropriate and reasonable academic accommodations to students with disabilities (i.e. physical, depression, learning, etc.). If you have a disability, the [Centre for Accessible Learning](#) (CAL) can help you document your needs, and where disability-related barriers to access in your courses exist, create an accommodation plan. By making a plan through CAL, you can ensure you have the appropriate academic accommodations you need without disclosing your diagnosis or condition to course instructors. Please visit the CAL website for contacts and to learn how to get started:

<https://camosun.ca/services/academic-supports/accessible-learning>

Academic Progress

Please visit <https://camosun.ca/sites/default/files/2023-02/e-1.1.pdf> for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

Course Withdrawals Policy

Please visit <https://camosun.ca/sites/default/files/2021-05/e-2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit <https://camosun.ca/registration-records/tuition-fees#deadlines>.

Grading Policy

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.5.pdf> for further details about grading.

Grade Review and Appeals

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.14.pdf> for policy relating to requests for review and appeal of grades.

Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal (see [policy](#)). Please visit <https://camosun.ca/services/forms#medical> to learn more about the process involved in a medical/compassionate withdrawal.

Sexual Violence and Misconduct

Camosun is committed to creating a campus culture of safety, respect, and consent. Camosun's Office of Student Support is responsible for offering support to students impacted by sexual violence. Regardless of when or where the sexual violence or misconduct occurred, students can access support at Camosun. The Office of Student Support will make sure students have a safe and private place to talk and will help them understand what supports are available and their options for next steps. The Office of Student Support respects a student's right to choose what is right for them. For more information see Camosun's Sexualized Violence and Misconduct Policy: <https://camosun.ca/sites/default/files/2021-05/e-2.9.pdf> and camosun.ca/services/sexual-violence-support-and-education. To contact the Office of Student Support: oss@camosun.ca or by phone: 250-370-3046 or 250-370-3841

Student Misconduct (Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun also expects that all students to conduct themselves in a manner that contributes to a positive, supportive, and safe learning environment. Please review Camosun College's Student Misconduct Policy at <https://camosun.ca/sites/default/files/2021-05/e-2.5.pdf> to understand the College's expectations of academic integrity and student behavioural conduct.

Looking for other policies?

The full suite of College policies and directives can be found here: <https://camosun.ca/about/camosun-college-policies-and-directives>

Changes to this Syllabus: Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.