



# CAMOSUN COLLEGE

School of Health and Human Services (HHS)  
Department: Community, Family & Child Studies



[Camosun.ca/hhs-handbook](http://camosun.ca/hhs-handbook)

## CFCS 140 Introduction to Community Resources and Supports Fall 2019

### COURSE OUTLINE

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The course description is available on the web:  
<http://camosun.ca/learn/calendar/current/web/cfcs.html#cfcs140>

*Ω Please note: This outline will not be kept indefinitely. It is recommended students keep this outline for their records, especially to assist in transfer credit to post-secondary institutions.*

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#### 1. Instructor Information

- (a) **Instructor** Robin Fast  
(b) **Office hours** 100-200 Monday; 930-1030 Thursday  
(c) **Location** CHW 312  
(d) **Phone** 250 370 4658 **Alternative:**  
(e) **E-mail** fast@camosun.bc.ca  
(f) **Website**

#### 2. Course Description & Intended Learning Outcomes

This course introduces students to a broad range of community resources, human services and supports relevant to community, family and child studies. Students will meet with people from a variety of community organizations and will begin to develop professional relationships.

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

- demonstrate knowledge of a broad range of community resources and supports related to child, family and community studies.
- apply beginning principles of interpersonal communication with professionals, and peers in selected settings.
- demonstrate an understanding of, and respect for, the spectrum of individual, family, cultural and social diversity that exists in community and social services.

#### 3. Required Materials

Materials/resources will be online on D2L or distributed in class.

#### 4. Course Content and Schedule

This is an interactive course that uses a variety of teaching/learning strategies, lectures, discussion, co-operative learning, and guest speakers.

Please arrive at class on time and be prepared to participate in discussions and activities. Classes are planned as a continuum for building the skills and knowledge required to meet the competencies for CFCS graduates. Students are required to contact the instructor in advance if they are unable to attend class.

This schedule is subject to change depending upon availability of resources and class needs.

Date	Topic	Preparation
<b>Week 1</b> Sept 2	<b>Labour Day No Class</b>	
<b>Week 2</b> Sept 9	Introduction to CFCS 140 What is community?	
<b>Week 3</b> Sept 16	Guest Speaker: Paul Cox Writing Centre  Agency structures and researching community resources  <b><i>Year 1 &amp; 2 peer groups meet</i></b>	
<b>Week 4</b> Sept 23	Conversation café regarding assignment 1  Interview strategies & tips Group Work	<b>Bring Assignment 1 draft notes/report to class for discussion.</b>
<b>Week 5</b> Sept 30	Group Agency Visit (Assignment 2) <b>NO Class</b>	
<b>Week 6</b> Oct 7	Special Topic  Presentation Strategies	
<b>Week 7</b> Oct 14	<b>Thanksgiving No Class</b>	
<b>Week 8</b> Oct 21	<b>Assignment #2 Group Presentation (half of the groups)</b>	All Presentations Ready
<b>Week 9</b> Oct. 28	<b>Assignment #2 Group Presentation (half of the groups)</b>	
<b>Week 10</b> Nov 4	Group Agency Visit (Assignment 3) <b>NO Class</b>	
<b>Week 11</b> Nov 11	<b>Remembrance Day No Class</b>	
<b>Week 12</b> Nov 18	<b>Assignment #3 Group Presentation (half of the groups)</b>	All Presentations Ready

<b>Week 13</b> Nov 25	<b>Assignment #3 Group Presentation (half of the groups)</b>  <i>Year 1 &amp; 2 peer groups meet</i>	
<b>Week 14</b> Dec 2	Integration of Learning	

## 5. Basis of Student Assessment (Weighting)

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|---|-----|
| 1. Individual Site Visits Report            | 15% |
| 2. Site Visit Two Presentation and Report   | 20% |
| 3. Site Visit Three Presentation and Report | 25% |
| 4. Summary Report                           | 25% |
| 5. Participation & Reflection               | 15% |

To pass this course, students must satisfactorily complete all assignments and learning activities with a minimum grade of C for each assignment.

### Assignment Submission

Written assignments must be submitted via D2L. File names should include your name for easy reference. Written assignments must be typed and double spaced and follow APA guidelines. Pay particular attention to page numbering and headers, line spacing, font and font size, the citation of source material, and cover-page format. Spelling, grammar, and presentation of the material will be taken into consideration when assignments are graded.

All assignments are to be submitted on designated due dates. In some circumstances, students may arrange with the instructor for an extension of an assignment before the due date. Marks will be deducted (5% per day) of assignments if prior arrangements have not been made with the instructor.

### Evaluation of participation includes:

- Active and respectful participation in classes
- Regular attendance
- Adequate preparation for classes
- Contributions to small group and large group discussions
- Respectful behaviour towards classmates and instructor (Including having mobile phones muted during classes)
- Awareness of own behaviour and its effect on others

## 6. Grading System

- Standard Grading System (GPA)
- Competency Based Grading System

## 7. Recommended Materials to Assist Students to Succeed Throughout the Course

There are a variety of services available for students to assist them throughout their learning. This information is available in the College Calendar, through Student Services or on the College website at [www.camosun.ca](http://www.camosun.ca).

The Department of Community, Family & Child Studies is committed to promoting competence, professionalism and integrity in our students and developing their core skills to succeed

throughout their academic programs and in their careers. The purpose of Academic Honesty Guidelines is to provide clear expectations of appropriate academic conduct and to establish processes for discipline in appropriate circumstances. It is the student's responsibility to become familiar with the content and the consequences of academic dishonesty. Before you begin your assignments, review the Academic Policies on the Camosun College website:  
<http://camosun.ca/learn/becoming/policies.html>

## 8. College Supports, Services and Policies

### Immediate, Urgent, or Emergency Support



If you or someone you know requires immediate, urgent, or emergency support (e.g., illness, injury, thoughts of suicide, sexual assault, etc.), **SEEK HELP**. Resource contacts:

<http://camosun.ca/about/mental-health/emergency.html> or  
<http://camosun.ca/services/sexual-violence/get-support.html#urgent>

### College Services

Camosun offers a variety of health and academic support services, including counselling, dental, centre for accessibility, help centre, learning skills, sexual violence support & education, library, and writing centre. For more information on each of these services, visit Student Services at <http://camosun.ca/services/>

### College Policies

Policies are available on the College website at <http://camosun.ca/about/policies/>

Camosun strives to provide clear, transparent, and easily accessible policies that exemplify the college's commitment to life-changing learning. It is the student's responsibility to become familiar with the content of College policies.

Education and academic policies include, but are not limited to, [Academic Progress](#), [Admission](#), [Course Withdrawals](#), [Student Appeals](#), Medical/Compassionate Withdrawal, Sexual Violence and Misconduct, Student Ancillary Fees, and Student Penalties and Fines.

### Student Conduct Policy

There is a [Student Conduct Policy](#). It is the student's responsibility to become familiar with the content of this policy. The policy is available in each School Administration Office, Registration, and on the College website.

- **GRADING SYSTEMS**

<http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf#page=2>

The following two grading systems are used at Camosun College:

- **Standard Grading System (GPA)**

Percentage	Grade	Description	Grade Point Equivalency
90-100	A+		9
85-89	A		8
80-84	A-		7
77-79	B+		6
73-76	B		5
70-72	B-		4
65-69	C+		3
60-64	C		2
50-59	D		1

0-49	F	Minimum level has not been achieved.	0
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## 2. Competency Based Grading System (Non GPA)

This grading system is based on satisfactory acquisition of defined skills or successful completion of the course learning outcomes.

Grade	Description
COM	The student has met the goals, criteria, or competencies established for this course practicum or field placement.
DST	The student has met and exceeded, above and beyond expectation, the goals, criteria, or competencies established for this course, practicum or field placement.
NC	The student has not met the goals, criteria or competencies established for this course, practicum or field placement.

- ### Temporary Grades

Temporary grades are assigned for specific circumstances and will convert to a final grade according to the grading scheme being used in the course. See Grading Policy at <http://www.camosun.bc.ca/policies/E-1.5.pdf#page=4> for information on conversion to final grades, and for additional information on student record and transcript notations.

Temporary Grade	Description
I	<i>Incomplete:</i> A temporary grade assigned when the requirements of a course have not yet been completed due to hardship or extenuating circumstances, such as illness or death in the family.
IP	<i>In progress:</i> A temporary grade assigned for courses that are designed to have an anticipated enrollment that extends beyond one term. No more than two IP grades will be assigned for the same course.
CW	<i>Compulsory Withdrawal:</i> A temporary grade assigned by a Dean when an instructor, after documenting the prescriptive strategies applied and consulting with peers, deems that a student is unsafe to self or others and must be removed from the lab, practicum, worksite, or field placement.