

Fanshawe College

FIRST: Fanshawe Innovation, Research, Scholarship, Teaching

Documentation (Approvals etc...)

Retirement Residence Management

2017

RRM1 Curriculum Modification for 2018-19

Fanshawe College

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CURRICULUM MODIFICATION REQUEST FORM

RECEIVED

COURSE OR PROGRAM CURRICULUM "RATIONALE FOR CHANGE"

DEC 16 2017

Program Requiring Changes

OFFICE OF THE REGISTRAR

Program Title: Retirement Residence Management	
Program Number: RRM1	Date Submitted: 11/30/2017
Dean responsible for program: David Belford	Chair: James Smith
Credential Provided: <input type="checkbox"/> Declaration of Academic Achievement <input type="checkbox"/> Local Certificate <input type="checkbox"/> Ontario College Certificate <input checked="" type="checkbox"/> Diploma <input type="checkbox"/> Advanced Diploma <input checked="" type="checkbox"/> Grad Certificate <input type="checkbox"/> Degree <input type="checkbox"/> Apprenticeship	
Program Intakes: <input checked="" type="checkbox"/> F <input checked="" type="checkbox"/> W <input type="checkbox"/> S Other:	Catalogue Year(s) Impacted: 2018/19 17/18?
Residency Requirement: <input checked="" type="checkbox"/> Met or <input type="checkbox"/> Not Met	Date of Last Program Review: Click here to enter a date. (2018)

5 DA is
17/18.
2018/19

I have read the reasons for the change and... Signature and date

Dean of Faculty (Lead program):	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	Dec. 12/17
Dean of Faculty (Affiliate program-impacted by change):	<input type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	
Dean of Faculty (Affiliate program-impacted by change):	<input type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	
Senior Vice President Academic (required for major changes and late DAs):	<input type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	
Director, Centre for Academic Excellence:	<input checked="" type="checkbox"/> Supports <input type="checkbox"/> Does Not Support	Dec 22/17
Office of the Registrar:	<input checked="" type="checkbox"/> Supports <input type="checkbox"/> Does Not Support	call

Notes: ↑ hours. - adding more (+15)
 (18/19) or 17/18? Confusion

Please answer each of the questions below, if applicable. Missing or incomplete information may delay review of the proposed changes.

1.0 Describe proposed change(s). Complete Appendix A (if necessary) and amend SDAR (Refer to Appendix C).

2.0

Based on recommendations from the last PAC meeting to new courses were created. The first course was a workplace communications course specific to the types of writing and verbal communication needed in the retirement industry. The second course was a Legislation course focusing on the specific legislations governing the retirement industry. In order to facilitate these changes hours were reduced on several other courses. Sanitation, Safety and First Aid certificates were also added to the program as another recommendation from the PAC.

reason for the change is based on:

- A recent program review
- Program Advisory Committee feedback
- Student feedback
- KPI results
- Accreditation or other regulatory requirements
- Shared curriculum
- Trends in the field/industry
- Other (please describe):

2.2 Does the change support the College's Strategic Framework (mission, vision, values)?

- Yes
- No (If no, please explain)

2.3 What strategic goal(s) does the proposed change support?

- Goal 1 - Enhance innovative practices for exceptional student learning
- Goal 2 - Manage enrolment growth
- Goal 3 - Optimize use of resources
- Goal 4 - Build sustainable sources of alternative revenue

3.0 Students

3.1 Will the change affect the cost of the program for students?

- Yes
- No

3.2 If yes, there will be an additional cost for:

- Materials (Include details):
- Equipment (Include details):
- Other (Please describe): Industry Certificates

4.0 Program Learning Outcomes

4.1 Will the proposed change meet the Program Vocational Learning Outcomes? (Complete Appendix B and mark the changes in the mapping [e.g. red font])

- Yes
- No

4.2 Are there any implications related to progression because of pre-requisite courses (and/or co-requisite courses)?

- No
- Yes (If yes, please explain)

5.0 Relationships with Other Programs

5.1 Are any of the courses impacted by the change provided by another School (e.g., SLLS, LKSB) and/or delivered at another campus?

- No
- Yes

5.2 What Schools/Campuses will be impacted by the proposed change?

- Lawrence Kinlin School of Business
- School of Information Technology
- School of Tourism, Hospitality and Culinary Arts
- School of Community Studies
- School of Health Sciences
- School of Nursing
- School of Public Safety
- School of Contemporary Media
- School of Design
- School of Language and Liberal Studies
- Donald J. Smith School of Building Technology
- Norton Wolf School of Aviation Technology
- School of Applied Sciences and Technology
- School of Transportation Technology and Apprenticeship
- Continuing Education
- Simcoe/Norfolk Regional Campus
- St Thomas/Elgin Regional Campus

- Woodstock/Oxford Regional Campus
- Huron/Bruce Regional Sites

5.3 Will the change affect pathway agreements (e.g., bridging, articulations, laddering, advanced standing) with other Fanshawe program(s) and/or other institution(s)?
(Refer to the pathway agreements listed here: <http://transferagreements.fanshawec.ca/>)

- No
- Yes (If yes, indicate when you will notify the other Fanshawe program(s) and/or other institution(s) and the Pathways Coordinator in the Centre for Academic Excellence of the change)

5.4 If this program is a Co-Operative Education program, will the proposed change impact Co-op?

- No
- Yes (If yes, consult with the Co-op office prior to submission)

6.0 Resource Implications of Proposed Changes

6.1 Will the proposed change have staffing implications?

- No
- Yes (If yes, please explain)

6.2 Will the proposed change impact any of the Enabling areas?

- No
- Yes (If yes, please explain)

6.3 Will the proposed change affect space and/or technology requirements?

- No
- Yes (If yes, please explain)

7.0 General College Requirements

7.1 Are changes consistent with Colleges policies?

- Yes
- No (If no, please explain)

7.2 Will the program meet the General Education requirements (Policy 2-B-02) as listed below?

- No
- Yes

Local Certificate, Ontario College Certificate and Graduate Certificate - none required)	Diploma - 3 required (minimum of 1 must be an elective)	Advanced Diploma - 4 required (minimum of 2 must be electives)
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7.3 Will the program have 25% distinct curriculum to meet the Residency Requirement of 25% credit units? Consider all pathway agreements (e.g., bridging, internal articulations, laddering, advanced standing) with other Fanshawe programs and/or other institutions.

- No
 Yes

Note: In accordance with POLICY NUMBER: 2-B-17 Graduation from Approved College Programs

...to be eligible for any College Credential a student must be enrolled and complete at least 25% of that program's credit units at Fanshawe College, unless stipulated differently by other approving bodies such as the Postsecondary Education Quality Assessment Board (PEQAB).

7.4 Indicate:

- i) Total program hours before proposed change: 810
ii) Total program hours after proposed change: 825
iii) Level(s) in which the proposed change(s) occurs: Lv 1,2

7.4.1 Are the total program hours consistent with the requirements as listed below?

- Yes
 No (If no, please explain)

Local Certificate - 300 hours	Ontario College Certificate - 600 hours
Diploma - 1200 to 1400 hours	Advanced Diploma - 1800 to 2100 hours
Graduate Certificate - 600 hours	

DEGREE AUDIT 2018

School:	Centre for Tourism Hospitality and Culinary Arts	Program Number:	RRM1
Program Title:	Retirement Residence Management	Credential:	<input checked="" type="checkbox"/> Certificate <input checked="" type="checkbox"/> Graduate Certificate <input type="checkbox"/> Diploma <input type="checkbox"/> Advanced Diploma <input type="checkbox"/> Degree
Delivery Mode:	<input type="checkbox"/> Co-Op <input checked="" type="checkbox"/> Non - Co-Op <input type="checkbox"/> Fast Track	Duration (Semesters):	<input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 6 <input type="checkbox"/> 8 <input type="checkbox"/> 9
Intake:	Jan-18		

Course Code	Course Title	Co/Pre Requisite (Course Code)	Lab Hours	Lecture Hours	Field Placement Hours	Total Course Hrs (Lab + Lecture + Field)	Weeks (14)	Total Hours	Total Credits
Semester 1									
SFTY-1067	Food Safety, Smart Serve & First Aid		0	1	0	1	15	15	1
MGMT-6073	Leadership		0	3	0	3	15	45	3
MGMT-6109	Employee Relations		0	4	0	4	15	60	4
NUTR-6002	Geriatric Nutrition		0	4	0	4	15	60	4
GERI-6023	Social Gerontology		0	3	0	3	15	45	3
ENVR-6002	Environmental Services		0	3	0	3	15	45	3
RECN-6002	Recreation & Leisure for Retirement		0	3	0	3	15	45	3
MGMT-6076	Mentorship 1		0	0	7	7	15	105	3.4
			0	20	7	27	Total	420	
Semester 2									
MKTG-6026	Marketing Retirement		0	3	0	3	15	45	3
HOSP-6003	Hospitality Operations		0	3	0	3	15	45	3
FINA-6024	Financial Mgmt for Retirement		0	4	0	4	15	60	4
COMM-6037	Workplace Communications		0	3	0	3	15	45	3
LAWS-6040	Legislation for Retirement		0	3	0	3	15	45	3
MGMT-6074	Independent Work Study		0	4	0	4	15	60	4
MGMT-6077	Mentorship 2		0	0	7	7	15	105	3.4
			0	20	7	27	Total	405	
Minimum Grade Required: C								Total Program Hours:	825

C = Co-Requisite; P = Pre-Requisite

Please send to Tiffany.

Degree Audit Report

Catalog: ~~2017/2018~~ 2018/19

Program: RRM1

Name: Retirement Residence Management

Department: THS - Tourism, Hospitality & Cul.

Academic Level: PS

CCD: 7 - 2AcadSem/600-700 hrs

Credential: Ontario College Graduate Cert

Grade Scheme: LG2

Major: RRM1 - Retirement Residence Mgmt

Div: THS - Tourism, Hospitalit & Culinary Arts

Co-Op Indicator: N/A

Academic Program Requirement

Total Credits: 46.80

Residency Reqmt: 12.00

GPA Requirement: 2.00

Residency Reqmt GPA: 2.00

Minimum Grade: D

Academic Requirement: RRM1.17 Retirement Residence Management

Major: RRM1 Add Level 1

Grade Scheme: LG2 SFTY-1007 Food safety, Smart is 1
sense first Aid.

Minimum GPA: 2.00

Minimum Grade:

MGMT-6009 Employee Relations 60 4
GSR1-6023 Social Gerontology 60 4
ENVR-6002 Environmental Services 45 3

Add Level 2.

MKTG-6006 marketing Retirement 45 3
FINA-6004 Financial Mgmt for Retirement 60 4
COMM-6037 workplace communication 45 3
LAWS 6040 legislation for Retirement 45 3.

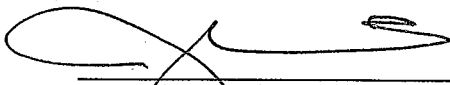
Subrequirement: Year 1

Take all of the following Mandatory Courses:

		Total Hours	Total Credits	GE
MGMT-6073 -Level 1	Leadership	45.00	3.00	
remove: SOCI-6015	Social Gerontology	60.00	4.00	
remove: ENVR-6001	Environmental Services	75.00	5.00	
HOSP-6003 -Level 2	Hospitality Operations	45.00	3.00	
NUTR-6002 -Level 1	Geriatric Nutrition	60.00	4.00	
MGMT-6076 -Level 1	Mentorship 1	105.00	3.40	
remove: MGMT-6075	Employee Relations HR	75.00	5.00	
remove: MKTG-6020	Marketing Retirement	60.00	4.00	
remove: FINA-6017	Financial Mgmt for Retirement Residence	75.00	5.00	
MGMT-6074 -Level 2	Independent Work Study	60.00	4.00	
RECEN-6002 -level 1	Recreation & Leisure for Retirement	45.00	3.00	
MGMT-6077 -Level 2	Mentorship 2	105.00	3.40	

Subrequirement: Program Residency

Students must complete a minimum of 12 credits in this program at Fanshawe College to meet the Program Residency requirement and graduate from this program

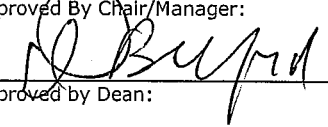


Approved By Chair/Manager:

DEC 14 2017 STH CA

Department and Date:

Approved by Dean:



Date:

Dec. 12/17

General Education Approved By(as appropriate):

Date:

TG
Dec 22/17

APPENDIX A: PROPOSED CURRICULUM MODIFICATION

Course Code	Existing DA Courses	Total Hours	Total Credits		Course Code	Proposed DA Courses	Total Hours	Total Credits
Year 1					Level 1			
MGMT-6073	Leadership	45	3		MGMT-6073	Leadership	45	3
SOCI-6015	Social Gerontology	60	4	remove				
NUTR-6002	Geriatric Nutrition	60	4		NUTR-6002	Geriatric Nutrition	60	4
MGMT-6075	Employee Relations HR	75	5	remove				
ENVR-6001	Environmental Services	75	5	remove				
RECN-6002	Recreation & Leisure for Retirement	45	3		RECN-6002	Recreation & Leisure for Retirement	45	3
MGMT-6076	Mentorship 1	105	3.4		MGMT-6076	Mentorship 1	105	3.4
				Add	GERI-6023	Social Gerontology	45	3
				new	SFTY-1067	Food Safety, Smart Serve and First Aid	15	1
				Add	ENVR-6002	Environmental Services	45	3
				Add	MGMT-6109	Employee Relations	60	4
				TOTAL			420	24.4
					Level 2			
MKTG-6020	Marketing Retirement	60	4	remove				
HOSP-6003	Hospitality Operations	45	3		HOSP-6003	Hospitality Operations	45	3
FINA-6017	Financial Mgmt for Retirement Residence	75	5	remove				
MGMT-6074	Independent Work Study	60	4		MGMT-6074	Independent Work Study	60	4
MGMT-6077	Mentorship 2	105	3.4		MGMT-6077	Mentorship 2	105	3.4
					FINA-6024	Financial Mgmt for Retirement Residence	60	4
					MKTG-6026	Marketing Retirement	45	3

-15

+15

-30

-15

-45

-15

-15

APPENDIX A: PROPOSED CURRICULUM MODIFICATION

				new	COMM-6037	Workplace Communications	45	3
				new	LAWS-6040	Legislation for Retirement	45	3
TOTAL		810	46.8	TOTAL			405	23.4
Level 3								
TOTAL		0	0	TOTAL			0	0
Level 4								
TOTAL		0	0	TOTAL			0	0
Level 5								
TOTAL		0	0	TOTAL			0	0
Level 6								
TOTAL		0	0	TOTAL			0	0

+90.
+60

PROGRAM TOTAL 810 46.8

PROGRAM TOTAL 825 47.8

✓ +15

PROGRAM MAPPING (Program Name)																		
PROGRAM VOCATIONAL LEARNING OUTCOMES																		
	LEVEL ONE									LEVEL TWO								
	MGMT-6073 Leadership	MGMT-6109 Employee Relations	NUTR-6002 Geriatric Nutrition	GERI-6023 Social Gerontology	ENVR-6002 Environmental Services	SFTY-1067 Food Safety, Smart Serve and First Aid	RECN-6002 Recreation & Leisure for Retirement	MGMT-6076 Mentorship 1		MKTG-6026 Marketing Retirement	HOSP-6003 Hospitality Operations	FINA-6024 Financial Mgmt for Retirement Residence	COMM-6037 Workplace Communications	LAWS-6040 Legislation for Retirement	MGMT-6074 Independent Work Study	MGMT-6077 Mentorship 2		# OF COURSES EVALUATING THE OUTCOME
1 - Introductory																		
2 - Intermediate																		
3 - Advanced																		
The graduate has reliably demonstrated the ability to: (Source: MTCU Code:)																		
Plan and implement operational strategies and collaborative leadership practices in the Retirement Communities sector.	3	3		3	3			3		3		3	3	3	3	3		11
Analyze, forecast, and budget revenue and expense targets and recommend effective strategies for the organization.					3			3			3				3			4
Develop and promote marketing strategies that attract and retain suitable seniors to retirement communities.								3		3					3			3
Design and implement operational procedures for a retirement facility to meet association standards.		3			3			3			3		3		3			6
Establish a human resource management framework utilizing culturally appropriate methods and strategies to enhance employee and management relations.	3	3						3							3			4
Identify and help meet the psychological, physiological, social and spiritual needs of seniors.	3		3	3		3	3	3		3	3			3	3	3		11
Assess, plan, and implement proper nutrition standards for clients.			3					3							3			3
Incorporate various principles, theoretical frameworks, and methods into practice in retirement communities' facilities.	3	3			3			3		3	3			3	3	3		9
Communicate effectively in a caring environment that includes people of diverse backgrounds.	3	3		3		3	3	3		3	3		3		3			10
																		0
TOTAL # OF OUTCOMES EVALUATED BY EACH COURSE	5	5	2	3	4	2	2	9	0	5	3	3	2	4	3	9	0	0
V = Vocational Courses E = Essential Employability Skills Courses																		
GM = General Education (mandatory) G = General Education (elective)																		

NB - Only indicate the outcomes that are Taught & Evaluated (TE or TRE) in a course

PROGRAM COORDINATOR: Jan Nace
 ACADEMIC CHAIR: James Smith
 Date Completed: Dec 1, 2017

Analysis of Mapping Results:

PROGRAM MAPPING (Program Name)																		
PROGRAM ESSENTIAL EMPLOYABILITY SKILLS OUTCOMES	LEVEL ONE								LEVEL TWO								# OF COURSES SUPPORTING THE OUTCOME	
	MGMT-6073 Leadership	MGMT-6109 Employee Relations	NUTR-6002 Geriatric Nutrition	GERI-6023 Social Gerontology	ENVR-6002 Environmental Services	SFTY-1067 Food Safety, Smart Serve and First Aid	RECN-6002 Recreation & Leisure for Retirement	MGMT-6076 Mentorship 1	MKTG-6026 Marketing Retirement	HOSP-6003 Hospitality Operations	FINA-6024 Financial Mgmt for Retirement Residence	COMM-6037 Workplace Communications	LAWS-6040 Legislation for Retirement	MGMT-6074 Independent Work Study	MGMT-6077 Mentorship 2			
	4 = R	5 = RE	6 = TE	7 = TRE														
The graduate has reliably demonstrated the ability to: (Source: MTCU Code:)																		
T = Taught	R = Reinforced	E = Evaluated																
1. communicate clearly, concisely and correctly in the written, spoken, and visual form that fulfills the purpose and meets the needs of the audience.	7	7	7	7	7	7	7	7	7	7	7			7	7		13	
2. respond to written, spoken, or visual messages in a manner that ensures effective communication.		7	7	7	7	7	7	7	7	7				7	7		11	
3. execute mathematical operations accurately.			7		7						7	7					4	
4. apply a systematic approach to solve problems.	7	7			7	7					7	7					6	
5. use a variety of thinking skills to anticipate and solve problems.	7	7			7	7	7				7	7		7			8	
6. locate, select, organize, and document information using appropriate technology and information systems.	7		7	7	7		7	7	7	7	7			7	7		11	
7. analyze, evaluate, and apply relevant information from a variety of sources.			7	7	7	7	7	7	7	7	7			7	7		11	
8. show respect for the diverse opinions, values, belief systems, and contributions of others.	7	7	7		7	7	7		7	7	7			7			10	
9. interact with others in groups or teams in ways that contribute to effective working relationships and the achievement of goals.	7		7	7		7		7		7	7				7		8	
10. manage the use of time and other resources to complete projects.	7	7	7	7	7	7	7	7	7	7	7			7	7		13	
11. take responsibility for one's own actions, decisions, and consequences.		7	7		7	7	7		7	7	7			7			9	
TOTAL # OF OUTCOMES SUPPORTED BY EACH COURSE	7	7	9	6	10	9	8	6	7	11	10	0	0	8	6	0	0	

PROGRAM COORDINATOR:

ACADEMIC CHAIR:

Date Completed: