

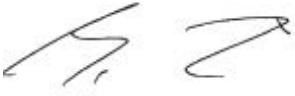



CURRICULUM MODIFICATION REQUEST FORM

COURSE OR PROGRAM CURRICULUM "RATIONALE FOR CHANGE"

Program Requiring Changes

Program Title: BUSINESS-FINANCE		
Program Number: BFN4/5 AND BFN 6/7	Date Submitted: 11/30/2020	
Dean responsible for program: Mary Pierce	Associate Dean: Lisa Schwerzmann	
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 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: 20190	
Residency Requirement: <input checked="" type="checkbox"/> Met or <input type="checkbox"/> Not Met	Date of Last Program Review: 11/27/2020	
<i>I have read the reasons for the change and...</i>	<i>Signature and date</i>	
Associate Dean of School:	<input type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	
Dean of Faculty (Lead program):	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	 December 1, 2020
Dean of Faculty (Affiliate program-impacted by change):	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	Pam McLaughlin - approval by email included (see pages 6-7)
Senior Vice President Academic (required for major changes and late DAs):	<input type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	 December 2, 2020
Director, Centre for Academic Excellence:	<input checked="" type="checkbox"/> Supports <input type="checkbox"/> Does Not Support	 December 1, 2020
Office of the Registrar:	<input type="checkbox"/> Supports <input type="checkbox"/> Does Not Support	
Notes:		

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), Appendix B and amend SDAR (Refer to Appendix C).

Due to new CFP Body of Knowledge requirements the following changes are proposed:

Adjust the General Law course in diploma program (LAWS-3018) to bring ethics and professional standards in it more in line with the finance-specific LAW course offered in post-grad certificate program (LAWS-6014).

2.0 Reason/Rationale for Changes

2.1 The 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):

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 Contemporary Media
- School of Design
- School Digital and Performing Arts
- School of Tourism, Hospitality and Culinary Arts
- School of Community Studies
- School of Health Sciences
- School of Nursing
- School of Public Safety
- 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
- School of Language and Liberal Studies
- English Language Institute
- London South Campus

- 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 ***Course should be taught by CFP professional if possible or someone well versed on Finance Programs (e.g. Professor Jodilynn Pitcher)***

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 A126) 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: A122 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: 1185
- ii) Total program hours after proposed change: 1185
- iii) Level(s) in which the proposed change(s) occurs: 4

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	DOAA – 120 to 200 hours

From: [McLaughlin, Pam](#)
To: [Malott, Kara](#)
Cc: [Hunter, Mark](#)
Subject: RE: DA Change Approval Request
Date: December 1, 2020 10:43:38 AM
Attachments: [image002.png](#)
[image003.png](#)

Mark,

This request has my support at well.

Pam

Pam McLaughlin *B.Sc.N., M. Ed.,
Dean*
Faculty of Health, Community Studies & Public Safety
Building D, Room D3018
1001 Fanshawe College Blvd. London, ON N5Y 5R6
T: 519-452-4209
pmclaughlin@fanshawec.ca
www.fanshawec.ca



From: Hunter, Mark
Sent: December 1, 2020 10:09 AM
To: McLaughlin, Pam <pmclaughlin@fanshawec.ca>; Malott, Kara <kmalott@FanshaweC.ca>
Cc: Pierce, Mary <MPierce@fanshawec.ca>; Schwerzmann, Lisa <lschwerzmann@fanshawec.ca>
Subject: Re: DA Change Approval Request

Good morning Pam,

I support this request.

Mark

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From: Malott, Kara <kmalott@FanshaweC.ca>
Sent: Monday, November 30, 2020 10:50:07 PM
To: McLaughlin, Pam <pmclaughlin@fanshawec.ca>
Cc: Pierce, Mary <MPierce@fanshawec.ca>; Schwerzmann, Lisa <lschwerzmann@fanshawec.ca>;
Hunter, Mark <MHunter@fanshawec.ca>
Subject: DA Change Approval Request

Good evening Pam,

We are seeking your approval for the attached Business – Finance diploma 20190 DA change.

Last year, we submitted this change for the 20201 DA, but inadvertently overlooked submitting a backdated request for 20190. The change relates to updated laws curriculum which will align with FP Canada's updated CFP Body of Knowledge. FP Canada is the professional standards council for financial professionals. They require all students to follow the updated BOK as of January 2021, hence our need to introduce the course for our level 4 students next term.

Under Mark Hunter's guidance, Jodilynn Pitcher redeveloped our existing laws course to align with the BOK requirements. The course is developed and ready to be delivered, so this doesn't require any additional effort by that team.

I apologize for the last minute request on the eve of the DA deadline. We appreciate your time and consideration.

Kind regards,
Kara

Kara Malott, BBA
Program Manager, Lawrence Kinlin School of Business

B2015 - 1001 Fanshawe College Blvd. London, ON N5Y 5R6

T: 519.452.4430 x4007 | | F: 519.659.9522

kmalott@fanshawec.ca

www.fanshawec.ca



Degree Audit Report

Catalog: 2019/2020

Program: BFN4 **Name:** Business - Finance
Department: BUS - Kinlin School of Business
Academic Level: PS
CCD: 8 - 4AcadSem/1200-1400hrs
Credential: Ontario College Diploma
Grade Scheme: LG2
Major: BFN4 - Business - Finance **Div:** BUS - Business and Management
Co-Op Indicator: N/A

Academic Program Requirement

Total Credits: 77.00 **Residency Reqmt:** 20.00
GPA Requirement: 2.00 **Residency Reqmt GPA:** 2.00
Minimum Grade: D

Academic Requirement: BFN4.19 Business Finance - Financial Planning

Major: BFN4
Grade Scheme: LG2
Minimum GPA: 2.00
Minimum Grade:

Subrequirement: Level 1

Take all of the following Mandatory Courses:

	Total Hours	Total Credits	GE
ACCT-1100 Principles of Accounting 1	45.00	3.00	
WRIT-1032 Reason & Writing Business 1	45.00	3.00	
MKTG-1012 Principles of Marketing 1	45.00	3.00	
MATH-1052 Business Math	45.00	3.00	
BUSI-1060 Strategies for Success	15.00	1.00	
BUSI-1005 Introduction to Business Processes	45.00	3.00	**

Subrequirement: Level 2

Take all of the following Mandatory Courses:

Group 1

	Total Hours	Total Credits	GE
FINA-1025 Individual Taxation	45.00	3.00	
MATH-1057 Mathematics of Finance Accounting	60.00	4.00	
FINA-1040 Consumer Credit	45.00	3.00	
FINA-1053 Mutual Funds in Canada	60.00	4.00	
FINA-1024 Financial Planning	60.00	4.00	

Group 2

Take ECON-1019 or ECON-1005

	Total Hours	Total Credits	GE
ECON-1019 Contemporary Issues in Economics	45.00	3.00	**
ECON-1005 Economics 2	45.00	3.00	**

Subrequirement: Level 3

Gen Ed - Take a 3 credit General Education elective course Take all of the following Mandatory Courses:

Group 1

Degree Audit Report

	Total Hours	Total Credits	GE
FINA-3032 Investment in Canada	60.00	4.00	
INSR-3014 Life & Health Insurance Planning	60.00	4.00	
COMM-3020 Professional Communication	45.00	3.00	
FINA-1013 Retirement Planning	45.00	3.00	

Group 2

Students will be enrolled in one of the following courses: BUSI-1068 or INNV-1001

	Total Hours	Total Credits	GE
BUSI-1068 Effective Meetings & Presentations	45.00	3.00	
INNV-1001 Innovation Applications	45.00	3.00	

Subrequirement: Level 4

Take all of the following Mandatory Courses:

	Total Hours	Total Credits	GE
LAWS-3018 Ethics & Law	45.00	3.00	
LAWS-3063 Ethics Compliance and Law	45.00	3.00	
FINA-3041 Portfolio Management	60.00	4.00	
FINA-3036 Comprehensive Financial Plan	45.00	3.00	
MGMT-3059 Strategic Client Engagement	60.00	4.00	
FINA-3030 Tax Planning	45.00	3.00	
FINA-1012 Risk Management & Estate Planning	45.00	3.00	

Subrequirement: Gen Ed - Electives

Take 3 General Education Credits - Normally taken in Level 3

Subrequirement: Program Residency

Students Must Complete a Minimum of 20 credits in this program at Fanshawe College to meet the Program Residency requirement and graduate from this program

Approved By Chair/Manager:

Approved by Dean:

General Education Approved By(as appropriate):

Department and Date:

Date:

Date:

Degree Audit Report

Catalog: 2019/2020

Program: BFN5 **Name:** Business - Finance (Co-op)
Department: BUS - Kinlin School of Business
Academic Level: PS
CCD: 8 - 4AcadSem/1200-1400hrs
Credential: Ontario College Diploma
Grade Scheme: LG2
Major: BFN4 - Business - Finance **Div:** BUS - Business and Management
Co-Op Indicator: Mandatory Co-op

Academic Program Requirement

Total Credits: 78.00 **Residency Reqmt:** 20.00
GPA Requirement: 2.00 **Residency Reqmt GPA:** 2.00
Minimum Grade: D

Academic Requirement: BFN5.19 Business Finance - Financial Planning

Major: BFN4
Grade Scheme: LG2
Minimum GPA: 2.00
Minimum Grade:

Subrequirement: Level 1

Take all of the following Mandatory Courses:

	Total Hours	Total Credits	GE
ACCT-1100 Principles of Accounting 1	45.00	3.00	
WRIT-1032 Reason & Writing Business 1	45.00	3.00	
MKTG-1012 Principles of Marketing 1	45.00	3.00	
MATH-1052 Business Math	45.00	3.00	
BUSI-1060 Strategies for Success	15.00	1.00	
BUSI-1005 Introduction to Business Processes	45.00	3.00	**
COOP-1020 Co-operative Education Employment Prep	6.00	1.00	

Subrequirement: Level 2

Take all of the following Mandatory Courses:

Group 1

	Total Hours	Total Credits	GE
FINA-1025 Individual Taxation	45.00	3.00	
MATH-1057 Mathematics of Finance Accounting	60.00	4.00	
FINA-1040 Consumer Credit	45.00	3.00	
FINA-1053 Mutual Funds in Canada	60.00	4.00	
FINA-1024 Financial Planning	60.00	4.00	

Group 2

Take ECON-1019 or ECON-1005

	Total Hours	Total Credits	GE
ECON-1019 Contemporary Issues in Economics	45.00	3.00	**
ECON-1005 Economics 2	45.00	3.00	**

Subrequirement: Level 3

Gen Ed - Take a 3 credit General Education elective course Take all of the following Mandatory Courses:

Group 1

Degree Audit Report

	Total Hours	Total Credits	GE
FINA-3032 Investment in Canada	60.00	4.00	
INSR-3014 Life & Health Insurance Planning	60.00	4.00	
COMM-3020 Professional Communication	45.00	3.00	
FINA-1013 Retirement Planning	45.00	3.00	

Group 2

Students will be enrolled in one of the following courses: BUSI-1068 or INNV-1001

	Total Hours	Total Credits	GE
BUSI-1068 Effective Meetings & Presentations	45.00	3.00	
INNV-1001 Innovation Applications	45.00	3.00	

Subrequirement: Level 4

Take all of the following Mandatory Courses:

	Total Hours	Total Credits	GE
LAWS-3018 Ethics & Law	45.00	3.00	
FINA-1012 Risk Management & Estate Planning	45.00	3.00	
FINA-3041 Portfolio Management	60.00	4.00	
FINA-3036 Comprehensive Financial Plan	45.00	3.00	
MGMT-3059 Strategic Client Engagement	60.00	4.00	
FINA-3030 Tax Planning	45.00	3.00	
LAWS-3063 Ethics Compliance and Law	45.00	3.00	

Subrequirement: Gen Ed - Electives

Take 3 General Education Credits - Normally taken in Level 3

Subrequirement: Program Residency

Students Must Complete a Minimum of 20 credits in this program at Fanshawe College to meet the Program Residency requirement and graduate from this program

 Approved By Chair/Manager:

 Approved by Dean:

 General Education Approved By(as appropriate):

 Department and Date:

 Date:

 Date:

Degree Audit Report

Catalog: 2019/2020

Program: BFN6 **Name:** Business - Finance
Department: BUS - Kinlin School of Business
Academic Level: PS
CCD: 8 - 4AcadSem/1200-1400hrs
Credential: Ontario College Diploma
Grade Scheme: LG2
Major: BFN6 - Business - Finance **Div:** BUS - Business and Management
Co-Op Indicator: N/A

Academic Program Requirement

Total Credits: 77.00 **Residency Reqmt:** 20.00
GPA Requirement: 2.00 **Residency Reqmt GPA:** 2.00
Minimum Grade: D

Academic Requirement: BFN6.19 Business Finance - Financial Planning

Major: BFN4
Grade Scheme: LG2
Minimum GPA: 2.00
Minimum Grade:

Subrequirement: Level 1

Gen Ed - Take a 3 credit General Education elective course. Take all of the following Mandatory Courses:

	Total Hours	Total Credits	GE
ACCT-1100 Principles of Accounting 1	45.00	3.00	
BUSI-1060 Strategies for Success	15.00	1.00	
BUSI-1005 Introduction to Business Processes	45.00	3.00	**
MATH-1052 Business Math	45.00	3.00	
ECON-1019 Contemporary Issues in Economics	45.00	3.00	**

Subrequirement: Level 2

Take all of the following Mandatory Courses:

	Total Hours	Total Credits	GE
WRIT-1032 Reason & Writing Business 1	45.00	3.00	
BUSI-1068 Effective Meetings & Presentations	45.00	3.00	
FINA-1024 Financial Planning	60.00	4.00	
FINA-1053 Mutual Funds in Canada	60.00	4.00	
MKTG-1012 Principles of Marketing 1	45.00	3.00	
MATH-1057 Mathematics of Finance Accounting	60.00	4.00	

Subrequirement: Level 3

Take all of the following Mandatory Courses:

	Total Hours	Total Credits	GE
COMM-3020 Professional Communication	45.00	3.00	
INSR-3014 Life & Health Insurance Planning	60.00	4.00	
FINA-3032 Investment in Canada	60.00	4.00	
FINA-1013 Retirement Planning	45.00	3.00	
FINA-1025 Individual Taxation	45.00	3.00	
FINA-1040 Consumer Credit	45.00	3.00	

Subrequirement: Level 4

Degree Audit Report

Take all of the following Mandatory Courses:

		Total Hours	Total Credits	GE
FINA-3036	Comprehensive Financial Plan	45.00	3.00	
FINA-3041	Portfolio Management	60.00	4.00	
FINA-3030	Tax Planning	45.00	3.00	
FINA-1012	Risk Management & Estate Planning	45.00	3.00	
MGMT-3059	Strategic Client Engagement	60.00	4.00	
LAWS-3018	Ethics & Law	45.00	3.00	
LAWS-3063	Ethics Compliance and Law	45.00	3.00	

Subrequirement: Gen Ed - Electives

Take 3 General Education Credits - Normally taken in Level 1

Subrequirement: Program Residency

Students Must Complete a Minimum of 20 credits in this program at Fanshawe College to meet the Program Residency requirement and graduate from this program

Approved By Chair/Manager:

Approved by Dean:

General Education Approved By(as appropriate):

Department and Date:

Date:

Date:

Degree Audit Report

Catalog: 2019/2020

Program: BFN7	Name: Business - Finance (Co-op)
Department: BUS - Kinlin School of Business	
Academic Level: PS	
CCD: 8 - 4AcadSem/1200-1400hrs	
Credential: Ontario College Diploma	
Grade Scheme: LG2	
Major: BFN6 - Business - Finance	Div: BUS - Business and Management
Co-Op Indicator: Mandatory Co-op	

Academic Program Requirement

Total Credits: 78.00	Residency Reqmt: 20.00
GPA Requirement: 2.00	Residency Reqmt GPA: 2.00
Minimum Grade: D	

Academic Requirement: BFN7.19 Business Finance - Financial Planning

Major: BFN4
Grade Scheme: LG2
Minimum GPA: 2.00
Minimum Grade:

Subrequirement: Level 1

Gen Ed - Take a 3 credit General Education elective course. Take all of the following Mandatory Courses:

	Total Hours	Total Credits	GE
ACCT-1100 Principles of Accounting 1	45.00	3.00	
BUSI-1060 Strategies for Success	15.00	1.00	
BUSI-1005 Introduction to Business Processes	45.00	3.00	**
MATH-1052 Business Math	45.00	3.00	
ECON-1019 Contemporary Issues in Economics	45.00	3.00	**

Subrequirement: Level 2

Take all of the following Mandatory Courses:

	Total Hours	Total Credits	GE
WRIT-1032 Reason & Writing Business 1	45.00	3.00	
BUSI-1068 Effective Meetings & Presentations	45.00	3.00	
FINA-1024 Financial Planning	60.00	4.00	
FINA-1053 Mutual Funds in Canada	60.00	4.00	
MKTG-1012 Principles of Marketing 1	45.00	3.00	
MATH-1057 Mathematics of Finance Accounting	60.00	4.00	
COOP-1020 Co-operative Education Employment Prep	6.00	1.00	

Subrequirement: Level 3

Take all of the following Mandatory Courses:

	Total Hours	Total Credits	GE
COMM-3020 Professional Communication	45.00	3.00	
INSR-3014 Life & Health Insurance Planning	60.00	4.00	
FINA-3032 Investment in Canada	60.00	4.00	
FINA-1013 Retirement Planning	45.00	3.00	
FINA-1025 Individual Taxation	45.00	3.00	
FINA-1040 Consumer Credit	45.00	3.00	

Degree Audit Report

Subrequirement: Level 4

Take all of the following Mandatory Courses:

	Total Hours	Total Credits	GE
FINA-3036 Comprehensive Financial Plan	45.00	3.00	
FINA-3014 Business 1	30.00	2.00	
FINA-3030 Tax Planning	45.00	3.00	
FINA-1012 Risk Management & Estate Planning	45.00	3.00	
MGMT-3059 Strategic Client Engagement	60.00	4.00	
LAWS-3018 Ethics & Law	45.00	3.00	
LAWS-3063 Ethics Compliance and Law	45.00	3.00	

Subrequirement: Gen Ed - Electives

Take 3 General Education Credits - Normally taken in Level 1

Subrequirement: Program Residency

Students Must Complete a Minimum of 20 credits in this program at Fanshawe College to meet the Program Residency requirement and graduate from this program

Approved By Chair/Manager:

Approved by Dean:

General Education Approved By(as appropriate):

Department and Date:

Date:

Date: