

**SIMON FRASER UNIVERSITY**

**MEMORANDUM**

**To:** Senate

**From:** L. Salter  
Chair, SCAP

**Subject:** Department of Communication  
Curriculum revisions  
Reference: SCUS 89-12  
SCAP 89-25

**Date:** November 9, 1989

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Action undertaken by the Senate Committee on Academic Planning/Senate Committee on Undergraduate Studies gives rise to the following motion:

**Motion:**

"That Senate approve and recommend approval to the Board of Governors as set forth in S.89-40 the proposed curriculum revision including

New course CMNS 250 - 3 Selected Topic"

May 24, 1989

MEMO TO: Janet Blanchet  
Office of the Dean, Applied Sciences

FROM: Alison Beale  
Chair  
Undergraduate Committee  
CMNS

RECEIVED

MAY 26 1989

FACULTY OF  
APPLIED SCIENCES

SUBJECT: Curriculum Changes

The Department of Communication Undergraduate Program would like the Faculty Curriculum Committee to approve the following changes at its next meeting.

1. A currently offered course, CMNS 361-4 should be changed to 261-3 to reflect the fact that it is a course which prepares students for research at 300 and 400 levels. A revised course outline and rationale will be forthcoming from Donald Gutstein, the course instructor, at the end of May.
2. We would like to add one selected topics course at the 200 level (CMNS 250-3). This would cover course material not yet provided for by specific designations and would avoid the problem of using advanced (400 level) independent research numbers in such eventualities.

cc. Pamela Parford  
Donald Gutstein

SENATE COMMITTEE ON UNDERGRADUATE STUDIES

FASUCC 89.1(a)

~~NEW COURSE PROPOSAL FORM~~

1. Calendar Information Department: COMMUNICATION  
(from) 361 (from) 4 (from) 2-0-2  
Abbreviation Code: CMNS Course Number: (to) 261 Credit Hours: (to) 3 Vector: (to) 2-1-0

Title of Course: (same) Documentary Research in Communication

Calendar Description of Course:  
(same) Media and communication policy research often involves study of historical, governmental and corporate data. The course introduces the techniques necessary for analysis of the primary source documents.

Nature of Course (from) Lecture/Seminar (to) Lecture/Tutorial

Prerequisites (or special instructions):  
(from) 45 or more credit hours.  
(to) CMNS 110 or 130. Students who have taken CMNS 361 may not claim further credit for this course.

What course (courses), if any, is being dropped from the calendar if this course is approved:  
CMNS 361-4

2. Scheduling

How frequently will the course be offered? twice per year  
Semester in which the course will first be offered? September 1990  
Which of your present faculty would be available to make the proposed offering possible? Donald Gutstein

3. Objectives of the Course

To give Communication students practical experience in finding and interpreting basic documents which they will need for their other courses in Communication.

4. Budgetary and Space Requirements (for information only)

What additional resources will be required in the following areas:

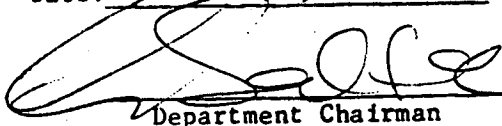
Faculty  
Staff  
Library  
Audio Visual NONE  
Space  
Equipment

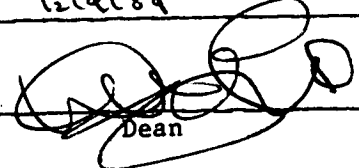
5. Approval

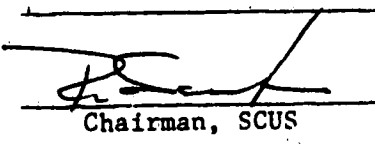
Date: June 13, 1989

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OCT 03 1989

  
Department Chairman

  
Dean

  
Chairman, SCUS

CMNS 261: Documentary Research in Communication

(a) Calendar Description:

Media and communication policy research often involves study of historical, governmental and corporate data. The course introduces the techniques necessary for analysis of the primary source documents.

(b) Rationale:

This course is currently being taught as CMNS 361-4. It is more appropriate as a 200 level course because it gives practical experience in finding and interpreting basic documents which students will need for their other courses in Communication.

(c) Sample Outline: attached.

## DOCUMENTARY RESEARCH IN COMMUNICATION

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The purpose of this course is to give communication students practical experience in finding and interpreting basic documents which they will need for their other courses in communication. These documents fall into several major categories: corporate, policy, legislative, legal, regulatory and administrative, and the lectures are organized around these topics. There will also be lectures on special topics such as archival research and computer databases, and freedom of information.

Required Texts:

There are no texts in this course. Students will find the SFU Library's "Communication Library Handbook" useful. This can be purchased from the Bookstore. Most documents we will be using will be found in the Library's Social Sciences and Government Documents sections on the fifth floor. The same collections can be found at the Vancouver Public Library or UBC. We will also be using the VPL's clipping files.

Prerequisites: CMNS 110 or 130. Students who have taken CMNS 361 prior to September 1990 may not claim further credit for this course.

Course Organization:

There is a two-hour lecture weekly which presents the background - the concepts and sources - necessary to do the assignments. The purpose of the weekly one-hour tutorial is to provide group and one-on-one assistance in undertaking the assignments.

Grade Distribution:

The main emphasis in this course is "learning by doing" or "hands on," so the course grade will be based on term assignments and a short final exam.

Assignment #1	Corporate Profile	40%
Assignment #2	Legislative and Policy	40%
Final Exam		20%

The Department expects that the grades awarded in this course will bear some reasonable relation to established university-wide practices to both levels and distribution of grades.

SENATE COMMITTEE ON UNDERGRADUATE STUDIES

NEW COURSE PROPOSAL FORM

1. Calendar Information

Department: Communication

Abbreviation Code: CMNS Course Number: 250

Credit Hours: 3 Vector: 2-1-0

Title of Course: Selected Topic.

Calendar Description of Course:

Analysis of a particular topic in the general area of Communication.

Nature of Course Lecture/tutorial

Prerequisites (or special instructions):

CMNS 110 and CMNS 130

What course (courses), if any, is being dropped from the calendar if this course is approved:

None.

2. Scheduling

How frequently will the course be offered? When occasion arises.

Semester in which the course will first be offered? 90-3 or later

Which of your present faculty would be available to make the proposed offering possible? Any member of our faculty

3. Objectives of the Course

To provide students with new information which may not be covered in other regularly scheduled courses.

4. Budgetary and Space Requirements (for information only)

What additional resources will be required in the following areas:

Faculty None

Staff None

Library None

Audio Visual None

Space None

Equipment None

5. Approval

Date: 6 JUNE 1989

12/9/89

OCT 03 1989

Robert J. Anderson  
Department Chairman

[Signature]  
Dean

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Chairman, SCUS