

**FINAL COURSE OUTLINE: FALL 2023**  
**UBST 591 CAPSTONE IN URBAN STUDIES**  
**Class Number 75828**  
Meeting dates: 2023/09/05 - 2023/12/06

Section	Days	Time	Location
LEC 01	Tuesday & Thursday	12:30 PM - 1:45 PM	ES 319
Lab 01	Friday	8:00 AM - 9:50 AM	ES 319

Instructor: Victoria Fast	Office: ES-452
Telephone: 403-220-8353	Email: <a href="mailto:victoria.fast@ucalgary.ca">victoria.fast@ucalgary.ca</a> *All email communication must be through your UCalgary email address.

**Official Course Description**

Capstone course applying the broad interdisciplinary training of the Urban Studies Program to selected problems in urban studies. Collaborative research and analysis is stressed.

**Course Objectives**

What does it mean to be an “urban studies” graduate? What sorts of knowledge and skills do you acquire in the course of this sort of degree? What does it mean to be an urban studies professional after you leave the university?

In this course we reflect on these sorts of questions and put into practice a range of skills you’ve developed, all with the aim of segueing into the next steps: a career, graduate school, specialist certificates, etc. We will work on making our knowledge’s and skills *legible* to employers, colleagues, graduate school mentors, and the public. We will think broadly and ambitiously about what urban studies graduates can do in the world, and produce tangible skills to help us convey those aspirations to multiple communities.

The experiential project developed throughout the course focuses on a partnership with the Federation of Calgary Communities and community associations (CA) in Calgary. Students are paired with a CA and tasked with the development of a community-relevant tactical urbanism (TU) projects: a process that works to improve the urban environment while promoting the interaction of community members through temporary, low-cost, pop-up structures or events that can possibly grow into something more given the right circumstances. Students lead community engagement sessions, develop a community-relevant TU proposal, and “pitch” for real money to implement the project in their community.

**Course Learning Outcomes**

The Department of Geography is committed to student knowledge and skill development. The table below lists the key learning outcomes for this course, the program-learning outcomes to which they contribute, and the expected level of achievement.

Course Learning Outcomes	PLO(s)*	Level(s)**
Lead and manage a service-based, community-integrated learning project	1,2,3,4,5,7,8	3
Interact and coordinate with group members and project partners	1,2,3,4,5,7,8	3
Learn and apply community engagement techniques	1,2,3,4,5,7,8	3
Develop and refine professional, facilitation, and public speaking skills	1,2,3,4,5,7,8	3
Produce knowledge and materials to support community-engaged tactical urbanism	1,2,3,4,5,7,8	3
Evaluate urban problems from multiple conceptual and methodological angles, such as disability and inclusive design	1,2,3,4,5,7,8	3

*\*PLOs = Program Learning Outcomes: 1 = reflect and communicate diverse human-environment perspectives, 2 = identify and explain human-environment processes, 3 = implement sampling, data collection, analyses and communication methods, 4 = analyze spatial and temporal aspects of human-environment systems, 5 = employ knowledge, arguments, and methodologies for solving human-environment problems, 6 = evaluate geospatial data and manipulate it to create cartographic products, 7 = communicate geographic concepts using oral, written, graphic, and cartographic modes, and 8 = demonstrate literacy skills.*

*\*\*Levels: 1 = Introductory, 2 = Intermediate, and 3 = Advanced.*

**Prerequisites:**

90 units and admission to the Urban Studies Major or Minor

**Learning Resources**

All required readings will be posted or linked on the course D2L. Please check course website regularly for updates.

**Course Format**

Regular, in person attendance during scheduled lectures and labs is mandatory. If we are mandated to move online, regular remote synchronous attendance during scheduled lectures and labs is mandatory. There are 3 optional meetings outside of class time; when scheduling these meetings, all efforts will be made to accommodate work, family, and other commitments.

**Grading (Weighting)**

Course Component	Weight
<b>Exploring Communities project</b>	<b>45%</b>
- Proposal	- 10%
- Proposal presentation	- 5%
- Pitch night presentation	- 5%
- Final project: report	- 20%
- Peer & self-evaluation	- 5%
Weekly Labs	50%
	- 10 labs, 5% each
Urban News	5%

**Notes:** See course schedule for details and due dates.

It is not necessary to pass each course component in order to pass the course.

There is no final examination for this course.

Late assignments will be assessed a 20% penalty per day.

In the event that a student misses course work due to illness or extenuating circumstances, I am willing to make reasonable accommodations and grant extensions provided the student arranges accommodations with the instructor **ahead of the due date**. The same for deferred assignments.

Supporting documentation, such as a medical note or a statutory declaration may be requested <https://www.ucalgary.ca/pubs/calendar/current/m-1.html>

Please refer to <https://www.ucalgary.ca/registrar/registration/appeals/student-faq> for frequently asked questions concerning the provision of a medical note/statutory declaration.

## Grading System

<b>A+</b>	4.00	>96	Outstanding performance
<b>A</b>	4.00	90-95	Excellent performance
<b>A-</b>	3.70	86-89	Approaching excellent performance
<b>B+</b>	3.30	81-85	Exceeding good performance
<b>B</b>	3.00	76-80	Good performance
<b>B-</b>	2.70	71-75	Approaching good performance
<b>C+</b>	2.30	67-70	Exceeding satisfactory performance
<b>C</b>	2.00	63-66	Satisfactory performance
<b>C-</b>	1.70	60-62	Approaching satisfactory performance
<b>D+</b>	1.30	55-59	Marginal pass. Insufficient preparation for subsequent courses
<b>D</b>	1.00	50-54	Minimal Pass. Insufficient preparation for subsequent courses
<b>F</b>	0.00	<50	Failure. Did not meet course requirements

## Policy regarding rounding of final grades

In an effort to be fair to all students in the class, your individual grade will not be rounded up, regardless of how close you are to a grade break. In short, the final grade breaks are hard breaks. This policy minimizes ambiguity and ensures the grading is as fair and clear as possible.

## Supplementary Fees

No supplementary fee has been assessed for this course.

## Referencing Standard

In written work presented in this class, the accepted method for referencing the work of others will be APA Manual of Style: <https://apastyle.apa.org/style-grammar-guidelines/references/examples>

*For additional detailed course information posted by the instructor, visit the course Desire2Learn page online at <https://d2l.ucalgary.ca/d2l/home>.*

## SUPPLEMENTAL INFORMATION

### Principles of Conduct

The University Calendar includes a statement on the principles of conduct expected of all members of the university community (including students, faculty, administrators, any category of staff, practicum supervisors, and volunteers), whether on or off university property. This statement applies in all situations where members of the university community are acting in their university capacities. All members of the university community have a responsibility to familiarize themselves with the principles of conduct statement, which is available at: [www.ucalgary.ca/pubs/calendar/current/k.html](http://www.ucalgary.ca/pubs/calendar/current/k.html).

### Plagiarism, Cheating, and Student Misconduct

The University of Calgary is committed to the highest standards of academic integrity and honesty. Students are expected to be familiar with these standards regarding academic honesty and to uphold the policies of the University in this respect.

Academic dishonesty is not an acceptable activity at the University of Calgary, and students are **strongly advised** to read the Student Misconduct section in the University Calendar at: [www.ucalgary.ca/pubs/calendar/current/k-3.html](http://www.ucalgary.ca/pubs/calendar/current/k-3.html). Often, students are unaware of what constitutes academic dishonesty or plagiarism. The most common are (1) presenting another student's work as your own, (2) presenting an author's work or ideas as your own without adequate citation, and (3) using work completed for another course. Such activities will not be tolerated in this course, and students suspected of academic misconduct will be dealt with according to the procedures outlined in the calendar at:

<https://www.ucalgary.ca/legal-services/university-policies-procedures/student-academic-misconduct-procedure>

### **Instructor Intellectual Property**

Information on Instructor Intellectual Property can be found at

<https://ucalgary.ca/legal-services/university-policies-procedures/intellectual-property-policy>

### **Freedom of Information and Protection of Privacy**

Freedom of Information and Protection of Privacy (FOIP) legislation in Alberta disallows the practice of having students retrieve assignments from a public place, such as outside an instructor's office, the department office, etc. Term assignments will be returned to students individually, during class or during the instructor's office hours; if students are unable to pick up their assignments from the instructor, they must provide the instructor with a stamped, self-addressed envelope to be used for the return of the assignment.

### **Human subjects**

Not applicable.

### **Internet and electronic communication device information**

There are not restrictions on the use of laptops and tablets in class if they are used to take notes or find information relevant to the class, and if there is no disturbance or distraction of other students or the instructor. Phones must be turned off during class, unless you have previously identified yourself to the instructor as a health care or law enforcement professional.

### **Posting of Grades and Picking-up of Assignments**

Graded assignments will be made available electronically through the course D2L webpage. Grades and assignments will not be available at the Department of Geography's main office.

### **Academic Accommodations**

It is the student's responsibility to request academic accommodations, according to the university policies and procedures listed in the University Calendar.

The student accommodation policy can be found at: <https://ucalgary.ca/legal-services/university-policies-procedures/student-accommodation-policy>

Students needing an accommodation because of a disability or medical condition should communicate this need to Student Accessibility Services in accordance with the Procedure for Accommodations for Students with Disabilities:

<https://ucalgary.ca/legal-services/university-policies-procedures/accommodation-students-disabilities-procedure>

Students needing an accommodation based on a protected ground other than disability should communicate this need, preferably in writing to their instructor or the Department Head (email: \_\_\_\_\_).

### **Documentation for Absences or Missed Course Assessments**

Students who are absent from class assessments (tests, participation activities, or other assignments) should inform the instructor as soon as possible. Instructors may request that evidence in the form of documentation be provided. If the reason provided for the absence is acceptable, instructors may decide that any arrangements made can take forms other than make-up tests or assignments. For example, the weight of a missed grade may be added to another assignment or test. For information on possible forms of documentation, including statutory declarations, please see

<https://www.ucalgary.ca/pubs/calendar/current/m-1.html>

### **Copyright Legislation**

All students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright <https://ucalgary.ca/legal-services/university-policies-procedures/acceptable-use-material-protected-copyright-policy> and requirements of the copyright act at (<https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html>) to ensure they are aware of the consequences of unauthorised sharing of course materials (including instructor notes, electronic versions of textbooks etc.). Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Act.

### **Wellness and Mental Health Resources**

The University of Calgary recognizes the pivotal role that student mental health plays in physical health, social connectedness, and academic success and aspires to create a caring and supportive campus community where individuals can freely talk about mental health and receive supports when needed. We encourage you to explore the mental health resources available throughout the university community, such as counselling, self-help resources, peer support, or skills-building available through the SU Wellness Centre (Room 370, MacEwan Student Centre, <https://www.ucalgary.ca/wellnesscentre/services/mental-health-services>) and the Campus Mental Health Strategy website (<https://www.ucalgary.ca/mentalhealth/>).

### **Contact Information for Student and Faculty Representation**

- Student Union VP Academic 403-220-3911, [suwpaca@ucalgary.ca](mailto:suwpaca@ucalgary.ca)
- Students Union Representatives for the Faculty of Arts – 403-220-3913, [arts1@su.ucalgary.ca](mailto:arts1@su.ucalgary.ca), [arts2@su.ucalgary.ca](mailto:arts2@su.ucalgary.ca), [arts3@su.ucalgary.ca](mailto:arts3@su.ucalgary.ca), [arts4@su.ucalgary.ca](mailto:arts4@su.ucalgary.ca)
- Student Ombuds Office information can be found at: [www.ucalgary.ca/ombuds/](http://www.ucalgary.ca/ombuds/)

### **Campus Safewalk**

Campus Security, in partnership with the Students' Union, provides the Safewalk service, 24 hours a day, to any location on Campus, including the LRT station, parking lots, bus zones, and university residences. Contact Campus Security at 220-5333 or use a help phone, and Safewalkers or a Campus Security officer will accompany you to your campus destination.