

Policy Number	4.4
Approval Body	Senate
Policy Officer	VP Academic + Provost
Approval Date	April 2000

4.4 COURSE OUTLINES

ENABLING LEGISLATION + LINKED POLICIES

University Act

Senate of a special purpose, teaching university

Section 35.2 (5) The senate of a special purpose, teaching university has the power and duty to do all of the following:
 (c) set curriculum content for courses leading to certificates, diplomas and degrees

OBJECTIVE

The objective of this policy and its supports is to establish the essential elements that should be included in all Emily Carr University of Art + Design (University) course outlines, while providing flexibility in meeting the specific needs of students and faculty in the University's diverse programs and faculty.

SCOPE

This policy applies to the course outlines as a statement of educational intent and direction. This policy is not to be construed as a contract to deliver instruction or guarantee learning.

POLICY

1. The University believes that a clear, concise and accurate course outline plays an important role in meeting the various educational goals of the University's learning community. These include student course selection and planning, consistency between different instructors in the same course, the granting of credit, program assessment, accreditation, and articulation with other institutions, among others.
2. The key element of each the University course shall be clearly and accurately presented in a course outline. The course outline will be provided and explained to students at the first scheduled class of a given course.

POLICY SUPPORTS

4.4.1 Course Outline Procedures

4.4.2 Course Outline Forms

(Update 2019) For information on the current Course Outline Form please contact the [Office of the VP Academic + Provost](#).