

**SCHOOL OF URBAN AND REGIONAL PLANNING  
THE G. RAYMOND CHANG SCHOOL OF CONTINUING EDUCATION**

**SUMMER 2019**

**COURSE: CVUP 100-FOUNDATIONS FOR PLANNING**

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**OFFICE HOURS: AS POSTED**

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**COURSE DESCRIPTION**

The purpose of CVUP 100 is to help prepare students for entry into Year 3 of the program by introducing topics that are the precursor to the courses offered in their first semester of full-time study.

The course will address the following areas: planning concepts; planning techniques; planning theory; policy in the planning realm; and the institutional context of planning. While the course will address the basis of physical design and related planning concepts and techniques, it will also focus on contextual factors impacting on planning practice and the theoretical underpinnings of planning.

**COURSE INSTRUCTION MODES**

The course will use a variety of instructional modes including lectures, demonstrations, group discussions, and individual presentations. Classes will be held in the School of Urban and Regional Planning (3<sup>rd</sup> Floor) at 105 Bond Street from 10:00am-4:00pm. There will also be several off-campus learning sessions.

## **COURSE FORMAT**

CVUP 100 is organized as a series of modules that will run during the 15 days of instruction. The modules, order of presentation, and general course schedule are as follows:

### **Monday, August 12**

School of Urban and Regional Planning Faculty Welcome and Reception (3<sup>rd</sup> Floor)  
Course Introduction and Orientation (Dr. Mitchell Kosny)  
Walking Tour: Planning Issues in Downtown Toronto (Meet at 1:00pm-Dundas Square)

### **Tuesday, August 13-Wednesday, August 14**

Planning Theory (Dr. Mitchell Kosny)

### **Thursday, August 15-Monday, August 19**

Planning Concepts (Professor Ron Keeble)

### **Monday, August 19**

Reception and Welcome with Ryerson Association of Planning Students, PLAB and PLAD Students From the Previous Two Years (4:00-6:00pm)  
Location: The Library (upstairs)

### **Tuesday, August 20-Wednesday, August 21**

Planning Techniques (Professor Ron Keeble)

### **Thursday, August 22-Tuesday, August 27**

Planning Techniques (Indro Bhattacharyya)

### **Wednesday, August 28-Friday, August 30**

Policy and Governance (Dr. Mitchell Kosny)

### **Thursday, August 30**

Presentation: Regent Park Revitalization (1:00-2:00pm)  
Possible Walking Tour

## **COURSE REQUIREMENTS/ASSIGNMENTS**

CVUP 100 is evaluated on a Pass/Fail basis. Students will complete a number of in-class assignments that may include exercises, presentations, and short papers. Satisfactory completion of all assigned work in CVUP 100 is required as the basis for receipt of a final offer of admission to the PLAB and PLAD programs.

## COURSE READINGS

There are three required textbooks which are required reading for the course:

**Planning Canadian Communities**, 6<sup>th</sup> Edition. Gerald Hodge and David Gordon. (Toronto: Thomson Nelson , 2013) NOTE: 5<sup>th</sup> Edition is also acceptable.

**The Public Policy Primer – Managing the Policy Process**, 2<sup>nd</sup> Edition. Xun Wu, M. Ramesh, Michael Howlett and Scott A. Fritzen. (London and New York: Routledge, 2018).

**Landscape Planning: Environmental Applications**, 5<sup>th</sup> Edition. William M. Marsh. (New Jersey: John Wiley and Sons, Inc., 2010) NOTE: 3<sup>rd</sup> or 4<sup>th</sup> Edition is also acceptable.

The books by **Hodge** and **Howlett/Ramesh** are available in the Ryerson University Bookstore.

## ACADEMIC INTEGRITY

Academic integrity is the cornerstone of the University, of *academe*, and of higher learning in general. To protect and uphold academic integrity, it is the responsibility of each Professor to teach, exemplify and discuss issues of academic honesty in the classroom. It is the corresponding responsibility of each student to learn and understand what constitutes honest research and to be able to demonstrate the originality of his/her work if called upon to do so. For example, *at any time* you may be asked to explain your work, as feedback and review are essential to learning, and a vital part of the normal critique process.

At a minimum, for every assignment, the sources of all data and ideas must be properly referenced using a standard academic referencing style. The failure to reference an assignment properly may constitute plagiarism, resulting in required academic penalties.

Each student is expected to be familiar with Ryerson University's Student Code of Academic Conduct (Policy 60) available at <http://www.ryerson.ca/senate/policies/> as it governs all issues of academic integrity including all penalties, disciplinary decisions and appeal processes. For further information and on-line tutorials, students are encouraged to visit the University's Office of Academic Integrity at <http://www.ryerson.ca/academicintegrity/>

The preferred style used in the study and practice of Urban and Regional Planning and in this School is the **APA** style. For more information see [www.apastyle.org](http://www.apastyle.org)

In addition to in-class discussion and assignments as one means of preventing plagiarism in written assignments, the online plagiarism review system—turnitin.com—is used in this course. By taking this course, students agree that, unless the “conscientious objector” option is utilized (see below), all required papers will be submitted for textual similarity to turnitin.com to aid in

the detection of plagiarism. All submitted papers will be included as source documents in the turnitin.com reference database solely for the purpose of detecting textual similarity among submitted papers. The use of the turnitin.com service is subject to the terms of use agreement posted on the site <http://www.turnitin.com/>

#### Conscientious Objectors:

Students who do not wish to have their papers screened for textual similarity by turnitin.com are instead required to submit with their assignment: (i) an annotated bibliography; and (ii) copies of the cover page and first cited page of each reference source. Students must inform the professor by August 16, 2019 via e-mail if they do not want to use turnitin.com.

### **COURSE CHANGES**

Alterations in the course assignments, deadlines, or marking scheme as indicated in this Course Outline will be discussed in class prior to being implemented.

### **COURSE MANAGEMENT POLICY**

The School of Urban and Regional Planning Course Management policy is available to all students in the School's Planning Handbook ([www.ryerson.ca/surp](http://www.ryerson.ca/surp)), and it is also attached to this Course Outline. Please be sure to read it. This course adheres to the University's Course Management Policy (Policy 145) which can be accessed at <http://www.ryerson.ca/senate/policies/>

### **COURSE EVALUATION AND INSTRUCTION**

A course/instruction survey approved by the Chang School of Continuing Education will be completed at/near the end of the three-week course.

#### **Academic Consideration**

- Students must submit assignments on time and write all tests and exams as scheduled.
- Assignments submitted for grading will be handed back within two weeks except for the final exam.
- **There will be no penalty for work missed for a justifiable reason. Students need to inform the instructor of any situation that arises during the semester that may have an adverse affect on their academic performance, and request any necessary considerations according to the policies and well in advance. Failure to do so will jeopardize any academic appeals.**
- Except in cases of accommodations for disabilities, where documentation is handled directly by the Access Centre, students must fill out an Academic Consideration form and **submit it**

to their own program office 105 Bond Street, Toronto, Ontario, M5B 2K3 ([www.ryerson.ca/surp](http://www.ryerson.ca/surp)).

[http://www.ryerson.ca/content/dam/senate/forms/academic\\_consideration\\_document\\_submission.pdf](http://www.ryerson.ca/content/dam/senate/forms/academic_consideration_document_submission.pdf)

In addition, the following procedures must be followed as well:

- **Medical certificates** – If a student is going to miss a deadline for an assignment, a test or an examination because of illness, he/she must submit a medical certificate (see [www.ryerson.ca/senate/forms/medical.pdf](http://www.ryerson.ca/senate/forms/medical.pdf) for the certificate) **to their program office** within 3 working days of the missed assignment deadline, test or examination. The program office will notify the instructor that the documents have been received. It is the student's responsibility to make arrangements with instructor for a make up exam.
- **Religious observance** – While it is strongly encouraged that students make requests within the first two weeks of class, requests for accommodation of specific religious or spiritual observance must be presented **to their program office** no later than two weeks prior to the conflict in question (in the case of final examinations within two weeks of the release of the examination schedule). The student must submit a Request for Accommodation form (<http://www.ryerson.ca/senate/forms/reobservforminstr.pdf>) to their program office. The office will notify the instructor when they have received the request form.
- **Other requests for Academic Consideration** which are not related to medical or religious observation must be submitted in writing together with the Academic Consideration form **to the student's program office**. The letter must clearly state the reasons for the request and describe the events or circumstances that seriously impair the student's ability to meet their academic obligations, and that were beyond the student's control. When possible, supporting documentation must be attached to the letter. The office will notify the instructor when they have received the request.
- **Students with disabilities** - In order to facilitate the academic success and access of students with disabilities, these students should register with the Access Centre [www.ryerson.ca/accesscentre/](http://www.ryerson.ca/accesscentre/). Before the first graded work is due, students should also inform their instructor through an "Accommodation Form for Professors" that they are registered with the Access Centre and what accommodations are required.
- **Regrading or recalculation** – These requests must be made to the instructor within 10 working days of the return of the graded assignment to the class. These are not grounds for appeal, but are matters for discussion between the student and the instructor.
- Submission of the Academic Consideration form and all supporting documentation to your program office does not relieve you of the responsibility to **NOTIFY YOUR INSTRUCTOR** of the problem as soon as it arises, and to contact with the instructor again after the documents have been submitted in order to make the appropriate arrangements.
- **If you do not have a justifiable reason for an absence and/or have not followed the procedure described above, you will not be given credit or marks for the work missed during that absence.**

For more detailed information on these issues, please refer to Senate Policy 134 at (Undergraduate Academic Consideration and Appeals) and Senate Policy 150 (Accommodation of Student Religious Observance Obligations). Both can be found at [www.ryerson.ca/senate/policies/](http://www.ryerson.ca/senate/policies/).